



INDIANA DEPARTMENT OF CHILD SERVICES CHILD WELFARE POLICY	
Chapter 8: Out-of-Home Services Section 25: Health Care Services (Overview)	
Effective Date: July 1, 2023	Version: 3

- [Procedure](#)
- [Definitions](#)

- [Forms and Tools](#)
- [Related Policies](#)

- [Legal References](#)
- [Practice Guidance](#)

POLICY OVERVIEW

The Indiana Department of Child Services (DCS) will work with the parent, guardian, or custodian, resource parent, and Child and Family Team (CFT) to ensure every child in out-of-home care is provided health care services necessary to meet the child’s needs (e.g., physical, mental, dental, visual, auditory, and developmental).

[Back to Top](#)

PROCEDURE

DCS will ensure every child in out-of-home care receives ongoing assessments and follow-up care when:

1. Recommended by the child’s current physician, a Qualified Mental Health Provider (QMHP), health care worker, or social worker; and/or
2. The resource parent indicates there are noticeable changes in the child, or the child is exhibiting symptoms that indicate a need for follow-up assessment or care outside of normally scheduled or recommended follow-up medical or mental health appointments.

The Family Case Manager (FCM) will ensure:

1. The parent, guardian, or custodian and the CFT are included in the planning and decision-making process for the child’s ongoing care and treatment. See policy 5.07 Child and Family Team Meetings for further guidance;
2. The child’s physical and mental health (including substance abuse, if applicable), dental, visual, and developmental history are documented and shared with the CFT and resource parent. See policies 8.27 Maintaining Health Care Records - Medical Passport and 5.07 Child and Family Team Meetings for further guidance;
3. The resource parent is informed of the responsibility to:
 - a. Schedule and provide transportation to the child’s health care appointments,
 - b. Document all care and treatment received in the child’s Medical Passport and/or ensure the FCM has access to the electronic medical records maintained by the child’s health care provider. See policy 8.27 Maintaining Health Records - Medical Passport,
 - c. Immediately inform the FCM of any serious injuries or illnesses experienced by the child,
 - d. Obtain treatment authorization from DCS prior to any non-routine, non-emergency care and mental health treatment. See policy 8.26 Authorization for Health Care Services for further guidance,

- e. Obtain payment authorization prior to any treatments not covered by the child's Medicaid or private health insurance. See policy 8.28 Payment for Health Care Services for further guidance, and
 - f. Seek emergency care for the child for the following:
 - i. Serious injury or illness;
 - ii. Serious dental issues (e.g., broken teeth or bleeding gums);
 - iii. Mental health issues that place the child at risk for harming themselves or others; and
 - iv. Serious vision issues (e.g., the child's glasses/contacts are broken or lost).
4. The child is scheduled for the following initial screens/exams unless exceptions apply as outlined in policy 8.29 Routine Health Care:
- a. A general health examination within 10 calendar days of placement and includes the following screen:
 - i. Dental;
 - ii. Vision;
 - iii. Auditory; and
 - iv. Development health.
 - b. An initial dental exam and dental cleaning within six (6) months after the date of the child's last known exam and cleaning. If no records exist, the child will receive an initial exam and cleaning within 90 days of placement.
5. The child receives ongoing routine health care and treatment as outlined in policy 8.29 Routine Health Care;
6. The child is provided /offered the following specialized care and treatment depending on the child's individual assessed needs:
- a. Therapy/counseling services and medication as outlined in policy 8.30 Psychotropic Medication,
 - b. Drug and/or alcohol testing and substance use treatment as outlined in policy 8.32 Substance Abuse Assessments and Testing for Children in Out-of-Home Care,
 - c. Testing and any necessary treatment for HIV, sexually transmitted diseases (STDs), and other communicable diseases as outlined in policy 8.31 HIV, STDs, and Other Communicable Diseases,
 - d. Developmental screenings and services if the child exhibits warning signs or if known/suspected substance use during pregnancy. See policy 8.21 Special Education Services for further guidance,
 - e. Pregnancy options counseling and prenatal care as outlined in policy 8.35 Sex Education and Family Planning Services,
 - f. Education and information about hygiene, sexual development, birth control, and sexually transmitted diseases as outlined in policy 8.35 Sex Education and Family Planning Services, and
 - g. The CFT is convened if it appears that residential treatment may be necessary at any point during the child's out-of-home placement. See policies 8.04 Emergency Shelter & Urgent Residential Placement Review and Approval and 5.07 Child and Family Team Meetings for further guidance.
7. Obtain consent from the parent, guardian, or custodian prior to disclosure of information regarding the physical, mental health, and addiction history of the parent, guardian, or

custodian. See policy 4.17 Accessing Child's Medical, Psychological, and Substance Abuse Records for further guidance.

[Back to Top](#)

RELEVANT INFORMATION

Definitions

N/A

Forms and Tools

- [First Steps Website](#)
- [Medical Passport \(DCS Pamphlet 036\)](#)

Related Policies

- [4.17 Accessing Child's Medical, Psychological, and Substance Abuse Records](#)
- [5.07 Child and Family Team Meetings](#)
- [8.04 Emergency Shelter & Urgent Residential Placement Review and Approval](#)
- [8.21 Special Education Services](#)
- [8.26 Authorization for Health Care Services](#)
- [8.27 Maintaining Health Care Records – Medical Passport](#)
- [8.28 Payment for Health Care Services](#)
- [8.29 Routine Health Care](#)
- [8.30 Psychotropic Medication](#)
- [8.31 HIV, STDs, and Other Communicable Diseases](#)
- [8.32 Substance Abuse Assessments and Testing for Children in Out-of-Home Care](#)
- [8.35 Sex Education and Family Planning Services](#)

[Back to Top](#)

LEGAL REFERENCES

- [IC 31-28-0.5: Electronic Records](#)
- [IC 31-28-1: Health Summary Records of Children Receiving Foster Care](#)
- [IC 31-28-3: Medical Passport Program for Children Receiving Foster Care](#)

[Back to Top](#)

PRACTICE GUIDANCE- DCS POLICY 8.25

Practice Guidance is designed to assist DCS staff with thoughtful and practical direction on how to effectively integrate tools and social work practice into daily case management in an effort to achieve positive family and child outcomes. Practice Guidance is separate from Policy.

Developmental Delays

For more information on developmental delays, including signs to look for, contact the First Steps program through the Indiana Family and Social Services Administration (FSSA) by visiting the First Steps website or calling (317) 232-1144.

Disclosure of Physical, Mental Health, and Addiction History of the Parent, Guardian, or Custodian

The FCM must obtain consent from the parent, guardian, or custodian prior to disclosure of information regarding the physical, mental health, and addiction history of the parent, guardian, or custodian. This is distinguished from self-disclosures, (i.e., during a CFT Meeting in which the parent, guardian, or custodian volunteers personal information in the presence of the resource parent). See policy 5.7 Child and Family Team Meetings for further guidance.

[Back to Top](#)