

BUTLER COUNTY CHILDREN SERVICES

POLICY NO.: 4.16	SUBJECT: EMPLOYMENT AND SAVINGS ACCOUNTS FOR CHILDREN IN CUSTODY
EFFECTIVE DATE: 9/30/02	REVISION DATE: 6/27/06
REVIEW DATE: 3/23/04, 3/22/05, 5/30/06, 12/07, 9/09	

PURPOSE: To ensure that children in care do not become ineligible for federal/state financial reimbursement programs.

POLICY:

Employment

1. Foster parents or contracted foster networks must immediately notify the agency caseworker when a child in agency custody becomes employed.
2. The agency's financial unit is to be informed by the caseworker that the child is employed. The employment may affect the child's eligibility for federal/state reimbursement programs.
3. The foster parent or contracted foster network must send documentation of the child's earnings to the agency caseworker on a monthly basis. The caseworker will copy the documentation and place in the child's file and then forward the documentation to the agency financial unit on the same or next business day as received.

Savings Accounts

1. Foster parents or contracted foster networks cannot establish a savings account for a child in agency custody without agency permission. Foster parents or contracted foster networks must notify the agency caseworker when a child in agency custody or the foster parent desires such an account.
2. The agency's financial unit is to be consulted by the caseworker prior to the establishment of a savings account for a child under the agency custody. A savings account may affect the child's eligibility for federal/state reimbursement programs.
3. Agency permission for a savings account will be determined on an individual basis by the appropriate Administrator(s).

Approval Date:
10/28/2009



Jeff Centers, Executive Director