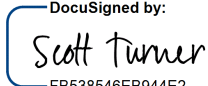
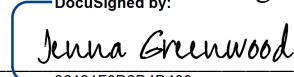
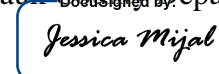


## ATTACHMENT A

1. Attachment A to Purchase of Services Contract for Treatment Foster Care: January 2022
  - a. By Agency: Sauk County Department of Human Services
  - b. With Contractor: Children's Service Society of Wisconsin
2. Purpose: The purpose of this attachment is to improve professional working relationships between the Agency and the Contractor. This will occur by streamlining the process of communication, responsibility and clarifying expectations and needs. The result of this will be improved services to those we serve as well as an increase in efficiency.
3. The Agency sub-contracts for Treatment Foster Care Services with Children's Service Society of Wisconsin.
  - a. The Contractor will provide all documentation to the Department Assigned Social Worker by the 20<sup>th</sup> of the following month.
    - i. If contact occurs in January, documentation of such would be sent to the Agency by February 20<sup>th</sup>.
  - b. If there are specific updates which impact the established Family Interaction Plan, Change in Service Providers or a topic that may have a negative impact on the placement arrangement, the Contractor will provide an update of such to the Agency Assigned Social Worker within 72 hours, either verbally or by email.
  - c. It is an expectation of the Agency that foster parents through the Contractor understand a change in their personal schedules that will impact established family interaction shall be communicated with the Agency Social Worker. The Contractor will inform their foster parents it may take up to two weeks to modify the visitation schedule in order to accommodate changed foster home circumstances.
  - d. Foster parents, through the Contractor, may be reasonably requested to assist with transportation.
  - e. It is an expectation of the Agency that the foster parent(s), through the Contractor, cooperate with the Agency's Family Interaction Plan (ex. phone calls, virtual visits, unsupervised visits).
  - f. The foster parent, through the Contractor, shall notify the Agency when a change in the child's medical, mental health or education provider is needed; the notification shall occur at least two weeks prior to the change.
  - g. It is an expectation of the Agency that foster parents, through the Contractor, know there shall be no social media posting of the foster child by the foster parent.
    - i. The contractor will provide TFC foster parents with the CSSW social media guidelines at time of licensure and work to ensure foster parent compliance with guidelines, including confidentiality expectations
  - h. The Agency will be notified by the Contractor in advance of respite care anticipated to be 48 hours or longer.

4. Any paperwork required by the Contractor to be presented to or requiring authorization by the legal parents/guardians shall not be given to the Agency with an expectation of completion. Required paperwork of the Contractor will be completed in conjunction with the Agency assigned social worker.
  - a. The Agency will not explain paperwork specific to the Contractor without a member of the Contracted agency taking the lead.
  - b. The Agency may take the physical paperwork to the parent/guardian and facilitate a virtual meeting with staff from the Contractor.
5. The Agency will conduct a minimum of monthly home visits of the foster home.
  - a. The Agency may conduct more than one home visit of the foster home.
  - b. The Agency will make an effort to do joint home visits with the Contractor so as to decrease appointments for the foster family
  - c. Although already established in other forms, the Agency may speak with the foster child(ren) without the presence of the foster parent
  - d. There may be consideration in a case-by-case scenario for the Agency to rely on the Contractor to complete the monthly home visit.
  - e. The Agency may visit a foster child(ren) at school without the permission of the foster parent
  - f. The Agency may visit with the child(ren) in the community, such as a park.

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CCSW Authorized Agent	Date
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Child Protection Supervisor	Date
Sauk County Department of Human Services	
DocuSigned by:  ACF4125B9F1F41A...	3/29/2022
Director	Date
Sauk County Department of Human Services	

## ATTACHMENT B

1. Attachment B to Purchase of Services Contract for Level 2 Foster Care: January 2022
  - a. By Agency: Sauk County Department of Human Services
  - b. With Contractor: Children's Service Society of Wisconsin
2. Purpose: The purpose of this attachment is to improve professional working relationships between the Agency and the Contractor. This will occur by streamlining the process of communication, responsibility and clarifying expectations and needs. The result of this will be improved services to those we serve as well as an increase in efficiency.
3. The Agency sub-contracts for Level 2 and with Children's Service Society of Wisconsin.
  - a. It is an expectation of the Agency that level 2 Sauk County foster parents being licensed and receiving training through the Contractor understand a change in their personal schedules that will impact established family interaction shall be communicated with the Agency Social Worker and that it may take up to two weeks to modify the visitation schedule in order to accommodate changed foster home circumstances.
  - b. Level 2 Sauk County Foster parents, being licensed and trained through the Contractor, will be informed that they may be reasonably requested to assist with transportation.
  - c. It is an expectation of the Agency that the Level 2 Sauk County foster parent(s), being licensed and trained through the Contractor, understand that they must cooperate with the Agency's Family Interaction Plan (ex. phone calls, virtual visits, unsupervised visits).
  - d. Level 2 Sauk County foster parent(2), being licensed and trained through the Contractor, shall notify the Agency when a change in the child's medical, mental health or education provider is needed; the notification shall occur at least two weeks prior to the change.
  - e. It is an expectation of the Agency that Level 2 Sauk County foster parents, being licensed and trained through the Contractor, know there shall be no social media posting of the foster child by the foster parent.
  - f. The contractor will provide FP with social media guidelines at time of licensure and stress the importance of the guidelines for maintaining confidentiality of the child/family.

DocuSigned by:

*Scott Turner*

6/3/2022

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CCSW Authorized Agent

Date

DocuSigned by:

*Jenna Greenwood*

3/29/2022

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Child Protection Supervisor

Date

Sauk County Department of Human Services

*Jessica Mijal*

3/29/2022

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Director

Date

Sauk County Department of Human Services

