

GUIDELINES FOR SHORT-TERM ALTERNATE CARE



WHY GUIDELINES? As it is the responsibility of foster parents to manage the financial arrangements of alternate care amongst themselves, Crossroads has set out some general guidelines to help standardize the process or remove any awkwardness between parents.

FINANCES:

- **24 HOURS:** Standard rate of \$50 - \$65 per child. It is often easiest to arrange drop-off and pick-up at similar times (e.g., Arrange alternate care from 6:00 pm to 6:00 pm). If this isn't possible, additional hours should be paid as babysitting.
- **DAY:** Foster and Alternate Caregivers will need to negotiate payment for hourly or single day care.
- **EXCHANGES:** Another option would be to exchange babysitting, e.g. I'll take your two children for 5 hours on Tuesday if you'll take my three children for 3 hours on Sunday.
- **PAYMENT:** Payment amounts are negotiated between the foster parent and the alternate caregiver. Foster Parents will pay the alternate caregiver directly. Alternatively, foster parents can arrange to have their stipend diverted to go directly to the alternate caregiver.
- **SUPPORT PLAN ALTERNATE CARE:** If part of a child's support plan, alternate care is paid through Crossroads.

Running Late??

If plans change,
don't forget to inform
the Alternate
Caregiver 😊

DETAILS:

- **INFORMATION:** Foster family fills out "Alternate Care: Child Information" form #41 in as much detail as possible for the child.
- **MEDICATION:** All medication and instructions for administration are to be given directly to the alternate caregiver. Children MUST NOT transport medication in their belongings. Note any instructions regarding medication and visits if applicable.
- **SUPPLIES & ALLOWANCES:** Diapers and formula for infants, allowances, and items such as toothbrushes for older children remain the responsibility of the Primary foster parent. These items should be provided to the alternate caregiver as needed for the designated alternate care period.
- **WHO DRIVES?** Whenever possible, the foster parent should drive children to alternate care and pick them up. This practice is to assure the child's sense of comfort and continuity. If you have special circumstances, and you are using alternate caregivers known to the child, you may choose to make other drive arrangements between the two families.
- **BIO-FAMILY VISITS DURING ALTERNATE CARE:** If during an alternate care period a child will be going on a scheduled overnight visit, the alternate caregiver will be paid for that night. If a problem occurs and the child needs to be removed from the bio-family home visit, they would be returned to the alternate caregiver. The alternate caregiver becomes responsible for the child during the period of alternate care. (i.e., A child goes to alternate care from Friday at 6 pm to Sunday at 6 pm. A bio-family home overnight visit is scheduled for Sat 4 pm to Sun 10 am. The alternate caregiver is reimbursed for the entire time because they are the ones who will be contacted if a problem arises.)
- **CANCELLATION:** If you have booked alternate care and it is your choice to cancel that alternate care with less than 24 hours notice, it may become your responsibility to reimburse the alternate caregiver. Alternate caregivers may go to extra expense in purchasing food and supplies for activities for the anticipated alternate care. As well, they may have turned down another opportunity for alternate care; however, if the decision to cancel alternate care was a Caseworker decision (i.e., impromptu bio-family visit), you will not be required to reimburse the alternate caregiver.
- **ALTERNATE CARE BY NON-CROSSROADS CAREGIVERS:** If you arrange alternate care with a family who does not foster for Crossroads, be sure to contact your support worker well in advance. The circumstances will need to be considered as to whether they need IRC and CRC, as well as clearance from the child's Caseworker.

DO WE KNOW WHERE YOUR KIDS ARE?

Always let our office know the date and location of any alternate care you arrange yourself (call your Support Worker or call or e-mail the office). This will ensure that the Caseworker has the proper paperwork on file and knows where to reach the child in case of an emergency.

