## Background Screening for Unsupervised Access to Children in Care

**Anyone who has unsupervised access to a child in care over 5 hours a week, would include respite, child care, babysitting.**

### Before care is provided, information must be shared with the respite caregiver to ensure the child’s needs are met

**Specific licenses:** Respite care can take place in respite caregiver’s home after meeting background screening & walk through requirements.

**General licenses:** Respite care must take place in licensed caregivers home after meeting background screening requirements (see DCFS practice guidelines for exception).

**Preliminary Placements & Visitation with Relatives:** Respite care can take place in respite caregiver’s home after meeting background screening and walk through requirements.

### *Background check is completed by Office of Licensing*

- a. The application will be submitted through DACS by the Office of Licensing
- b. Complete live scan using the live scan authorization form created from DACS (DCFS will not pay for live scan fee)

### *Background check completed by OL via DCFS TAC*

- a. TAC will submit application through DACS
- b. Complete FBI fingerprinting at DCFS location under B1561 code ($10 fee still applies)
- c. DCFS TAC will wait for approvals through DACS
- e. Walkthrough needs to be completed by DCFS using the KBS16 Limited Home Inspection/Safety Assessment (SAFE)

### Visitation with child’s Relatives (Includes overnights)

*Background check completed by DCFS TAC*

First obtain approval by the Child and Family Team with a non-licensed relative for the purpose of maintaining family connections.

Using KBS02 form DCFS will complete the checks below:

- a. Utah Criminal
- b. Child & Adult Abuse, & LIS Check
- c. FBI Finger Prints to be completed at a DCFS location under B1561 ($10 fee is required)
- d. Walkthrough needs to be completed by DCFS using the KBS16 Limited Home Inspection/Safety Assessment (SAFE)

### Respite, Child Care, Babysitting (other options)

<table>
<thead>
<tr>
<th>For Licensed Foster Homes</th>
<th>For Unlicensed Kinship Homes</th>
<th>Licensed &amp; Unlicensed Homes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Respite, Child Care, Babysitting</strong> (other options)</td>
<td><strong>Incidental Care Only</strong></td>
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<td>* Licensed out of home caregivers (Does not include specific licensed homes)</td>
<td>* Juvenile Babysitters (Under 18yr) &amp; Approval required by RFC &amp; Caseworker</td>
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<td>* Temporary placement in licensed facility (CBH, Family Support Center) * Home of licensed child care provider (must be licensed thru Dept. of Health, Child Care Licensing Program)</td>
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### Does Normalcy Apply?

Normalcy applies specifically to extracurricular, enrichment or social activities which are age-appropriate for the child. This includes school, recreational and peer activities that enrich a child’s whole development and gives them access to similar experiences as their peers. Reasonable and prudent parenting standards apply when the caregiver is making decisions regarding which activities a child can participate in. Normalcy is NOT an over-arching philosophy to determine what is “normal” for a family. The requirements of respite, child care, babysitting, and visitation with child’s relatives apply to all children.

- Normalcy and visitation with relatives does not include relatives of the non-related foster parent.