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| Home-based care – general 31214 |
| Outcome objective: Victorians are safe and secure  Output group: Child protection and family services  Output: Placement services |

# 1. Service Objective

### To provide foster care services to children and young people who are temporarily unable to live with their families due to issues of abuse and neglect.

# 2. Description of the service

Approved foster carers look after children and young people in their own home and receive a care allowance as a contribution towards the costs associated with providing this care. Community service organisations are responsible for recruiting, assessing, training and supporting carers and for client case management.

General placements are intended to constitute 60 per cent of all placements.

# 3. Client group

Children and young people aged from 0 to 18 years who are unable to live with their families due to issues of abuse and neglect and require placement in out-of-home care.

The targeted client group is for 90% to be subject to current protective involvement and up to 10% may be on voluntary child care agreements.

# 4. Obligations specific to this activity

In addition to the obligations listed in the Service Agreement, organisations funded to deliver this activity must comply with the following:

## 4a. Registration and Accreditation

* Independent review and accreditation against the department’s Human Services Standards, unless exempted
* Registration under the Children, Youth and Families Act 2005

## 4b. Program requirements and other policy guidelines

* [Home-based care performance and reporting requirements policy](https://www.google.com.au/url?sa=t&rct=j&q=&esrc=s&source=web&cd=3&cad=rja&uact=8&ved=2ahUKEwjtt9-IwMziAhXYQ30KHaB-BPwQFjACegQIBBAC&url=https%3A%2F%2Ffac.dhhs.vic.gov.au%2Fsites%2Fdhhsfac%2Ffiles%2F2017-08%2Fhome-based-care-performance-and-reporting-requirement-policy-apr-2015.doc&usg=AOvVaw1duZeVYKFsBvqwwNJI-Omn)

<https://fac.dhhs.vic.gov.au/home-based-care-performance-and-reporting-requirements>

* [Child Protection Practice Manual](http://www.cpmanual.vic.gov.au)

<http://www.cpmanual.vic.gov.au>

* [Program Requirements for Home-Based Care in Victoria](https://providers.dhhs.vic.gov.au/program-requirements-out-home-care-services)

<http://providers.dhhs.vic.gov.au/program-requirements-out-home-care-services>

* [Guide to emergency use of physical restraint in out-of-home care](https://providers.dhhs.vic.gov.au/guide-emergency-use-physical-restraint-out-home-care)

<http://providers.dhhs.vic.gov.au/guide-emergency-use-physical-restraint-out-home-care>

# 5. Performance

Funding is subject to achieving the performance targets specified in Schedule 2 of the Service Agreement. Performance is measured as follows:

## Key performance measure 1: Daily average occupancy

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| Aim/objective | This performance measure provides quantitative information on the number of targets for the placement of children and young people who require out of home care (in the general category) |
| Target | The performance measure target is provided in the Service Agreement. |
| Type of count | Non-cumulative |
| Counting rule | The daily average occupancy refers to the total delivered placement days in the reporting period, divided by the total number of days within the reporting period. |
| Data source(s) collection | CRISSP and the Service Delivery Tracking system |
| Definition of terms | The daily average number refers to the placements for all clients cared for during a reporting period.  Approved carers are accredited through a registered community service organisation, are registered on the department’s Carer Register, have their details recorded in CRISSP and are in receipt of a carer allowance. |

## Performance measure 2: Percentage of the total number of children and young people in placements greater than six months who are on family reunification, care by Secretary or long term care orders that are contracted to the provider

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| Aim/objective | This performance measure provides information about the number of longer-term contracted placements (> six months) as a proportion of all placements. |
| Target | 80 per cent |
| Type of count | Non-cumulative |
| Counting rule | 1. Identify and count the number of clients contracted to the provider on family reunification, care by Secretary or long-term care orders whose placements have been > six months for each day over the reporting period 2. Count all clients contracted to the provider on family reunification, care by Secretary or long-term care orders who are placed for each day over the reporting period.   Take the count of client numbers from 1)  Divided by the total number of clients to obtain the proportion of clients in placements > six months  For example:  For 1st Qtr each financial year:  **Counting Rule 1)**  Day 1  Client A < 6 months (= 182 placement days)  Client B < 6 months  Client C > 6 months  Client count = 1  Day 2  Client A > 6 months (= 183 placements days)  Client B < 6 months  Client D > 6 months  Client count = 2  Total client count (Day 1 and 2) = 3  **Counting Rule 2)**  Day 1  Client A – placed  Client B – placed  Client C – placed  Client D – placed  Client E – Not placed  Total clients placed = 4  Take the count of clients from counting rule 1) = 3 clients  Divided by  Total number of clients from counting rule 2) = 4 clients  = 75% |
| Data source(s) collection | Service Delivery Tracking  Agencies enter information on the CRISSP database.  Data is extracted and compiled by the Manager, Information Technology |
| Definition of terms | Placement refers to the accommodation provided.  > Six months refers to placements > 182 days  Contracted means case management or case management functions, formally agreed by DHHS and the service provider, undertaken by the service provider. |

## Performance measure 3: Percentage of total exits from placement that are planned

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| Aim/objective | This performance measure provides information required to plan placement transition. |
| Target | 90 per cent |
| Type of count | Non-cumulative |
| Counting rule | Number of planned exits during the reporting period divided by total number of exits x 100  For example:  Number of planned exits during the quarter = 32  Total number of exits during the quarter = 145  Percentage of total planned exits 32 / 145 x 100= 22.0% |
| Data source(s) collection | Agencies enter information on CRISSP database. |
| Definition of terms | Exit refers to when the placement ends and the client leaves the placement.  Placement refers to the accommodation provided.  Planned (exits) means the case planning process which ensures that exits from placements are planned, notwithstanding the possible unanticipated or premature termination of the placement. |

# 6. Data collection

The reporting requirements for this service are:

| Data collection name | Data system | Data set | Reporting cycle |
| --- | --- | --- | --- |
| Service delivery tracking (SDT) | FAC/SAMS2 | SAMS/Service delivery tracking data set | Monthly |
| Percentage of young people in placements (> six months) on family reunification, care by Secretary or long-term care orders contracted to the provider | CRISSP |  | Monthly |
| CRIS/CRISSP | CRIS/CRISSP | Placement and Support | Monthly |

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