

## Child and Family Services Licensing Policy Manual: General Information Definitions and Facility Type Codes

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**General Definitions** **Department:** Department of Public Health and Human Services.

**Substitute Care:** 24 hour care of youth in a residential setting for the purpose of providing food, shelter, security and safety, guidance, direction, and, if necessary, treatment to youth who are removed from or who are without the care and supervision of their parents or guardian.

**Child or Youth:** Any person under the age of 18 years.

**Resource Family:** A family who has been approved and/or licensed by the department and is available to the department for temporary or permanent placement of children. Resource families include foster families, kinship families, adoptive families, concurrent planning families and guardianship families.

**Youth Foster Home (YFH):** A foster home in which substitute care is provided to one to six children or youth other than the foster parents' own children, stepchildren or wards.

**Kinship Care Home (KIN):** An home in which care is provided by a member of the child's family, a member of the child's or family's tribe, the child's godparents or step-parents or a person to whom the child, child's parents or family ascribe a family relationship and with whom the child has had a significant emotional tie that existed prior to the department's involvement with the child or family

A kinship family may be unlicensed, licensed for foster care or approved for guardianship or adoption. Unlicensed kinship care is addressed in the CFSD manual, section 402-4, Placement in Kinship Care Home. Only licensed and approved kinship care is addressed in the licensing manual.

**Kinship Foster Home:** A licensed foster home in which substitute care is provide to one to six children or youth other than the kinship parent's own children, step-children or wards.

Care may be provided by a member of the child's family, a member of the child's or family's tribe, the child's godparents or step-parents (only when the child is placed by the department) or a person to whom the child, child's parents or family ascribe a family relationship and with whom the child has had a

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significant emotional tie that existed prior to the department's involvement with the child or family.

**Specialized Foster Family (SFF):** A youth foster home that is licensed to provide care and treatment for children with problems that cannot be adequately addressed through regular foster care services. Specialized Foster Care is addressed in section 406-1 of the CFSD manual.

**Reasonable and Prudent Parenting Standard:** is the standard characterized by careful and sensible parental decisions that maintain the health, safety and best interests of a child while at the same time encouraging the emotional and developmental growth of the child, that a caregiver shall use when determining whether to allow a child in foster care under the responsibility of the State to participate in extracurricular, enrichment, cultural and social activities

**Guardianship Family:** A family in which an adult or adults have been approved by the department to become legal guardian(s) for a child or children in the custody of the department.

**(Pre)Adoptive Family:** A family that has been approved by the department for the adoptive placement of a child or children.

**Concurrent Planning Family:** A family licensed by the department as a foster home or kinship foster home that is also approved by the department as an adoptive home. A concurrent planning family works with the placing agency and the child's birth family toward reunification, while simultaneously committing to becoming a permanent family for a child should reunification be unsuccessful.

**Child Placing Agency (CPA):** An agency that is licensed by the State of Montana pursuant to Title 52, chapter 8 and that is expressly empowered to place children preliminary to a possible adoption.

**Therapeutic Foster Home Program:** A child placing agency licensed by and under contract with the department to provide therapeutic foster care services.

**Therapeutic Foster Family (TFF):** A licensed foster care provider who works under the direction of a licensed Child

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Placing Agency and is licensed by the department as a therapeutic foster family.

**Private Agency Foster Care Provider (PRI):** A youth foster home which is licensed by the department for the purpose of providing foster care services for a private (non-therapeutic) child placing agency such as The Casey Family Program, Catholic, Lutheran or LDS social services.

**Out of State Licensed Provider (OOS):** Any out of state licensed facility, including family foster homes, that provides substitute care for a Montana youth.

**Child Adoption Agency (CAA):** A child placing agency that is also licensed for the purpose and intent of placing children for adoption.

### Tribal Codes

There are comparable facility type codes to many of the above codes that were established exclusively for tribal use. A full listing of these codes and definitions is accessible by reviewing the full CAPS Facility Type code table.

The one exception to the tribes exclusive use of the tribal facility type codes is:

**Tribal Youth Foster Home, Default Approval (TFN):** CFSD staff may use this code when the tribe has delegated authority to the local CFSD office for CAPS entry of a tribally licensed provider. TFN should be used as a status code for the tribally licensed provider instead of FPO (For Payment Purposes Only).

### References

Mont. Code Ann. §52-2-602  
Admin. R. Mont. §37.93.101

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