



Supporting children and young people with a disability and their families

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Purpose

To guide decision making and the delivery of services when working with children (aged 0-15 years) and young people (aged 16-17 years) with a disability and their families.

Target groups

Services funded and operated by DADHC that provide services to children and young people with a disability and their families.

Position statement

DADHC's vision for children and young people with a disability is to enable them to live as part of a family and community so that they have opportunities to reach their full potential at all stages of their lives. To achieve this, families need to be supported in their roles as carers in a way that promotes strong connections to their local communities. Where out-of-home placements occur, they should be provided in a way that promotes connections to family and community.

DADHC's role in achieving this vision includes providing and funding specialist disability services as well as assisting children and young people with a disability and their families to access mainstream services and community activities.

Minimum requirements for services funded by DADHC

DADHC-funded services must adhere to the policy principles contained in [Living in the Community: Putting Children First](#) and [Children's Standards in Action: A resource for service providers working with children and young people](#).

DADHC-funded services that provide out-of-home placements to children or young people must adhere to the principles and requirements set out under the heading 'Out-of-home placements for children and young people with a disability' and must notify DADHC of any placements in accordance with the requirements set out under 'Notification of placements to DADHC'.

Context

Legislative context

The Disability Services Act

The [Disability Services Act \(NSW\) 1993](#), which furthered the principles of the [Disability Services Act \(Commonwealth\) 1986](#), provides the legislative basis for the provision of services to people with a disability in New South Wales.

The Disability Discrimination Act 1992

[The Disability Discrimination Act 1992](#) (DDA) is Commonwealth legislation to assist people with a disability to have equal opportunities to access goods and services in the community by making it unlawful to discriminate on the basis of disability.

The Children and Young Persons (Care and Protection) Act 1998

The [Children and Young Persons \(Care and Protection\) Act 1998](#) governs the care and protection of children and young people in NSW and provides the legislative mandate for the Department of Community Services (DoCS).

Agencies that provide out-of-home care to children and young people subject to orders of the Children's Court (this includes DADHC and some DADHC-funded agencies) are required by that Act to be accredited as a designated agency by the NSW Office of the Children's Guardian in accordance with this legislation.

This legislation is being progressively proclaimed. Some sections, such as those relating to voluntary out-of-home care, have not been proclaimed and are still under consideration.

As at January 2004, 'out-of-home care' means residential care and control at a place other than the usual home of the child or young person by a person who is not related to the child or young person provided for under an order of the Children's Court for a period of more than 14 days ([section 135, Children and Young Persons \(Care and Protection\) Act 1998](#)). Children and young people in voluntary placements (those that are not the subject of a court-order) are not considered to be in out-of-home care.

To avoid confusion, this policy uses the term 'out-of-home placement' to refer to any placement of a child or young person in a service funded or provided by DADHC, regardless of whether or not a court order is in place. The term out-of-home care is used to refer only to out-of-home care as defined by the [Children and Young Persons \(Care and Protection\) Act 1998](#). The requirements of the [Children and Young Persons \(Care and Protection\) Act 1998](#) currently only apply to out-of-home care as defined in that Act. There is currently no requirement for providers of voluntary out-of-home placements to take any action in accordance with that Act, except where a child or young person is suspected to be at risk of harm.

The [Children and Young Persons \(Care and Protection\) Act 1998](#) does not impose any limit on the amount of respite that can be accessed by a child or young person with a disability.

The Children (Care and Protection) Act 1987

Agencies that provide out-of-home placements that are not covered by the [Children and Young Persons \(Care and Protection\) Act 1998](#) are still covered by the [Children \(Care and Protection\) Act 1987](#), and must hold a private fostering agency authority or be a licensed residential child care centre. The [Children \(Care and Protection\) Act 1987](#) is expected to be fully repealed when the [Children and Young Persons \(Care and Protection\) Act 1998](#) is fully proclaimed.

Policy context

Living in the Community: Putting Children First

[Living in the Community: Putting Children First](#) outlines DADHC's broad position in relation to supporting children and young people with a disability and the core principles that must be considered when providing services to children and young people with a disability and their families. These principles are consistent with the [Disability Services Act \(NSW\) 1993](#).

Children's Standards in Action: A resource for service providers working with children and young people

[Children's Standards in Action: A resource for service providers working with children and young people](#) is a complement to the [NSW Disability Standards in Action Manual](#). It provides information to service providers on how they can provide services to children and young people with a disability and their families in accordance with the [Disability Services Act \(NSW\) 1993](#).

Memorandum of Understanding (MOU) between the Department of Community Services (DoCS) and the Department of Ageing, Disability and Home Care (DADHC) on Children and Young People with a Disability

The Directors-General of DoCS and DADHC signed a Memorandum of Understanding in November 2003. DADHC's role in relation to out-of-home placements for children and young people with a disability under the Memorandum of Understanding is explained in the section *DADHC's role in providing and funding out-of-home placements for children and young people with a disability*.

The Closure of Large Residential Centres

Children and young people are a priority for relocation to community-based settings in the closure of Large Residential Centres. This policy applies to decisions about the models of support provided to children and young people relocating from Large Residential Centres.

Supporting children and young people with a disability to live with their family

Most children and young people with a disability live with their family. As the family's culture, aspirations and wellbeing are integral to the development of the child or young person, it is important that any support or services provided to the child or young person is also directed at meeting the family's needs. This may be through provision of formal services or assisting the family to develop or maintain informal supports within their local community.

All children, young people and families need additional support at some time, although these needs will usually vary in nature and intensity over time. Services should be flexible and individualised in order to meet the diverse and changing needs of families.

[Living in the Community: Putting Children First](#) and the [Children's Standards in Action: A resource for service providers working with children and young people](#) outline principles that need to be considered when providing services to support children and young people with a disability and their families.

DADHC's role in supporting children and young people with a disability and their families

DADHC provides and funds a range of services for children and young people with a disability and their families. Some of these services are targeted at the child or young person with a disability, whilst others are targeted to families or carers¹. Each of these services aims to assist the child or young person with a disability to live with their family and as a member of their community.

Services provided by DADHC

Information and referral

DADHC is committed to providing relevant and quality information to children and young people with a disability and their families. Timely information can play an important role in ensuring that children, young people and families are aware of the supports available to them.

DADHC provides information and referral through the [Regional contact numbers for information and assistance](#), available on the DADHC website. Through these contact points, DADHC provides information on supports available from a range of agencies, including DADHC and DADHC-funded services. Where appropriate, staff also make referrals to the other services provided by DADHC.

¹ Parents may see themselves as parents rather than carers, but their child may have additional care needs resulting in the parents being entitled to carer specific services.

Local Support Coordination

The Local Support Coordination program, which is offered in specified rural and regional communities, aims to increase the links between people with a disability, their families and their local community. The program is targeted to people with a disability living in the community, including children and young people with a disability who are living with their family or in a family-based setting. Families assisted through Local Support Coordination would not generally be accessing significant levels of specialist disability services.

The program has three main objectives:

- To increase the independence, self-sufficiency and community participation of people with disabilities;
- To maximise the capacity of families to continue to provide care and support for their family member with a disability; and
- To increase the capacity of people with disabilities to lead valued and quality lives within their local communities and help these communities to become more inclusive of people with disabilities.

Local Support Coordinators assist people with a disability and their families to identify, build and maintain informal support networks, as well as promote access to mainstream and generic supports available to everyone in the community.

Local Support Coordinators also provide basic information regarding the services and supports available in the communities in which they operate.

Specialist disability services provided directly by DADHC

DADHC provides a range of specialist disability services across NSW. These are targeted to people with an intellectual disability, where the disability occurred prior to the age of 18 years. Children and young people are eligible to access these services if they are:

- under 6 years of age and have a developmental delay in at least two areas of functioning, or
- over 6 years of age and have a significant intellectual disability (were intellectual functioning is two or more standard deviations below the mean or equivalent) and significant deficits in adaptive functioning in two or more areas

The full eligibility criteria are specified in DADHC's *Intake Policy*.

A person can contact DADHC to discuss support options, including specialist disability services provided by DADHC through the Department's [Regional contact numbers for information and assistance](#). If specialist disability services provided by DADHC are the most appropriate option, the information and referral officer will make a referral to the appropriate officer within DADHC. Eligibility and

prioritisation for service will occur in accordance with DADHC's *Intake Policy* and *Prioritisation and Allocation Policy*.

Access to specialist disability services provided by DADHC occurs through Community Support Teams. Community Support Teams assist the child or young person and their family to identify their existing supports, needs and concerns. An initial service plan is then developed. If the service plan has indicated the need for other specialist disability services provided by DADHC, the role of the Community Support Team includes making appropriate referrals and assisting the child or young person to access these services.

Each child, young person or family that accesses a specialist disability service provided by DADHC must have an individual plan or a service plan that identifies the goals of intervention, the timeframes for service intervention and/or review, and the roles and responsibilities of the service provider and other key stakeholders in meeting goals.

a) Community Support Teams

Community Support Teams (CSTs) provide a range of supports including direct interventions and the planning and coordination of services.

The objectives of Community Support Teams are to:

- provide supports such as case planning and management, counselling, referral, therapy services, family support, early intervention and behaviour management to assist children and young people to live with their families and be a part of their community.
- work cooperatively with other service providers to increase capacity to meet the identified needs of children and young people with a disability.
- provide access to therapeutic interventions aimed at developing and maintaining the skills and functions of children and young people with an intellectual disability who have high and complex needs.

The specific services provided by each Community Support Team vary in reflection of local needs and the other services available in the community.

b) Respite services

DADHC operates some centre-based respite services that provide overnight, short-term care for a child or young person with a disability. Respite assists families to have planned and time-limited breaks to help them to maintain their primary care-giving role. DADHC centre based respite is predominately provided for children over 6 years of age.

Each child or young person accessing respite must have a respite plan. This ensures that respite is planned and coordinated with other supports that the child or young person may be accessing.

c) The Behaviour Intervention Service

The Behaviour Intervention Service (BIS) is a statewide service that provides time limited, intensive clinical advice and assistance for people with an intellectual disability and challenging behaviours.

BIS has a team of clinicians that specifically provide support for children and young people. This team works closely with the child or young person, their family, and their support networks in community, residential, educational and other settings. Intervention focuses on assisting existing services and supports to develop their capacity to meet the child or young person's needs on an ongoing basis.

BIS also has a team of forensic caseworkers that is able to work with young people with a disability who come into contact with the juvenile justice system.

Access to BIS is generally through a referral from a Community Support Team.

d) Accommodation support services

DADHC operates a range of accommodation support services throughout NSW, including group homes and specialist accommodation models of support. DADHC's role in relation to providing accommodation support services for children and young people with a disability is explained in the section *Out-of-home placements for children and young people with a disability*.

Funded assistance through the Service Access System

The Service Access System (SAS) provides an emergency response capacity to supplement services available in the community. Where a child or young person with a disability has immediate needs that can not be met through the existing service system, funded assistance may be available.

Requests for this form of support are made through the [Regional contact numbers for information and assistance](#), available on the DADHC website. Where a person has immediate needs, the first priority of DADHC is to identify an appropriate response within the existing service system. Funded assistance will only be considered where this is not possible and where the person meets the criteria set out in the [Decision rules for requests for support](#). Decisions relating to children and young people must also comply with [Supporting children and young people with a disability: Additional guidelines for funded assistance](#).

Home Care Service of NSW

The Home Care Service of NSW is a DADHC provided service that is funded through the Home and Community Care (HACC) program. The Home Care Service of NSW can provide basic support services such as:

- general housework support (such as house cleaning, meal preparation, shopping)
- personal care support (such as showering, dressing, eating), and
- respite care

As with other HACC services, Home Care is for people living in the community who, in the absence of basic maintenance and support services, are at risk of premature or inappropriate long-term residential care. This may include children and young people of any age with moderate, severe or profound disabilities and their carers.

Requests for Home Care services are made by directly contacting Home Care.

Services funded by DADHC

DADHC funds non-government agencies to provide services for children with a developmental delay and children and young people with a disability and their families.

The services funded vary in each region, reflecting differing needs. Some services support specific target groups, such as people with a particular form of disability. Others have broadly-based eligibility criteria. These services are the main way that DADHC supports children and young people with a disability and their families who are not eligible for DADHC specialist disability services.

Access to these services is through direct contact with each organisations. DADHC works in close partnership with these services and can provide referrals and information regarding these services through the [Regional contact numbers for information and assistance](#), available on the DADHC website.

Important types of funded services for children, young people and families are:

Early childhood services

Early childhood services provide a range of supports and services for children with a developmental delay or a disability who are 0-6 years of age and their families, including early childhood special education; therapy services, information and referral, and parent support groups.

DADHC is the lead agency of the Early Childhood Coordination Program (ECICP), through which it works in partnership with health, education and child and family services to develop and coordinate accessible and flexible services that are responsive to the needs of children with a disability or developmental delay and their families.

Early intervention and family disability support services

Early Intervention and Family Disability Support services, which are funded in specified communities in New South Wales, provide support to families who have a child or young person with a disability between 6 and 18 years of age.

These are flexible services for families of school-aged children that provide assistance with coordination of services, support for parents and siblings, counselling and recreational support. They are intended to complement the role of schools and of therapy services offered by DADHC and other providers.

Intensive family support services

Intensive Family Support services, which are funded in specified areas of New South Wales, provide short term, intensive support to families who are experiencing a high level of stress and who may be at risk of requiring an out-of-home placement for their child or young person with a disability.

These services provide intensive therapy, counselling and support for a defined period of time with the aim of addressing the underlying issues causing family stress. The intention of these interventions is to maintain the ability of the family to provide care in the family home.

Respite services

DADHC funds a range of respite services, including host family, centre-based, in-home support and flexible respite services. Respite assists families to have planned and time-limited breaks to help support families to maintain their primary care-giving role.

Accommodation support services or out of home placements

DADHC funds a range of services that provide out-of-home placements of accommodation throughout NSW, including both family-based and non-family based models of support, which are addressed in the section of this policy *Out-of-home placements for children and young people with a disability*.

Other specialist disability services

Other specialist disability services that DADHC funds in some communities include speech therapy, occupational therapy, physiotherapy, case management, counselling and behaviour intervention.

Home and Community Care (HACC) services

The HACC Program is a national program that provides basic, long-term services to people living in the community who are at risk of premature or inappropriate admission to long-term residential care. This may include frail older people and younger people with a disability, including children and young people of any age with moderate, severe or profound disabilities, and their carers.

The type of services funded through the HACC Program include:

- nursing care;
- allied health care;
- meals and other food services;
- domestic assistance;
- personal care;
- home modification and maintenance;
- transport;
- respite care;
- counselling, support, information and advocacy; and
- assessment.

Out-of-home placements for children and young people with a disability

DADHC aims to provide a range of supports and services that assist children and young people with a disability to live with their families. DADHC recognises that in rare circumstances children and young people with a disability may not be able to live with their family on a full-time basis. In these situations it is important to assist that child or young person to access an appropriate out-of-home placement that will be responsive to their needs. It is also important to assist the child or young person to maintain ties with their family and community.

Preventing out-of-home care placements

DADHC's priority in relation to children and young people is to prevent the need for out-of-home placement by supporting families to continue to care for their child.

If a family is requesting an out-of-home placement for their child with a disability a new case plan should be developed. This plan should consider how the child's family placement can be maintained through the provision of a range of supports in the family home.

Family restoration to be considered

Where a child or young person enters an out-of-home placement due to a crisis or other circumstances, family restoration should be considered.

If family restoration is to be pursued, it is more likely to be successful if planning occurs as soon as the child or young person leaves the family home. An assessment should be undertaken and a case plan developed to assist with this process. Intensive support should be provided to families to maximise the chances of successful restoration. In the interests of permanency, a decision regarding restoration should be made in a timely manner.

Collaborative work between DoCS and DADHC

DoCS and DADHC have agreed to work together where, despite the level of services provided, a child or young person's family placement is at risk due to the high care demands of the child or young person with a disability. This may include temporary care arrangements provided by DoCS or an alternative placement for the child or young person provided by DADHC. Where temporary care is arranged, DoCS is responsible for active case management to enable the child or young person to return home and avoid the child or young person drifting in care (paragraph 5.2 of the Memorandum of Understanding between DoCS and DADHC).

DADHC's role in providing and funding out-of-home placements for children and young people with a disability

The Memorandum of Understanding (MoU) between DADHC and DoCS sets out the roles of the two agencies in relation to out-of-home placements for children and young people with a disability. Under section 4.2 of the MoU, DADHC's role in providing out-of-home placements for children and young people is:

- To provide placements and funding for children and young people with a disability who are in need of care and protection and require an alternative placement, but the level of disability is sufficiently severe that placement with a relative or a foster carer is not a viable option,
- To provide placements and funding for children and young people who are reported to DoCS and the assessment indicates that the circumstances result from the child or young person's disability, rather than a child protection issue, and
- To continue to provide placements and funding for children and young people who had been residing in disability services for a lengthy period of time as at November 2003, when the Memorandum of Understanding with DoCS was signed.

Principles specific to out-of-home placements

In addition to the principles outlined in [Living in the Community: Putting Children First](#) and the [Children's Standards in Action: A resource for service providers working with children and young people](#) that apply to all services for children and young people with a disability and their families, the following principles must be addressed in the provision of out-of-home placements to children and young people with a disability:

Effective case planning

Case planning is a key tool to assist the child or young person to access supports that are responsive to their needs. Effective case planning for children and young people in out-of-home placements needs to incorporate the following goals:

- Timely and well planned restoration and/or permanency planning reflecting assessed needs
- Genuine participation in decisions that affect the child or young person
- The valuing, support and maintenance of identity and key relationships including those with family and significant others, unless contrary to their best interests
- The early assessment of developmental, psychological, health and educational needs and the provision of necessary support and assistance
- Preparation and support through all key transitions, eg: coming into care, changing placements while in care and leaving care
- Effective monitoring and review mechanisms that include consultation with the child or young person (NSW Office of the Children's Guardian, 2003).

The child or young person should be given opportunities to participate in all key decisions concerning their placement and associated supports. Input needs to also be obtained from all key people in a child's life including their parents, other significant family members, carers or alternative family, people with parental responsibility, and key service providers.

If a child or young person is in an unplanned voluntary out-of-home placement for a period of greater than 3 weeks a new case plan must be developed.

Permanency planning is essential

Like other children and young people, children and young people with a disability require a permanent, stable home and family life (Rosenau, 2000).

In making decisions as to the long-term placement arrangements for a child or young person, permanency is a critical consideration. It is in the best interests of the child or young person to identify a stable placement that offers long-term security, avoids the instability arising from multiple placements and provides for continuity of relationships with significant family and community members. Where parents are not able to meet the long-term needs of their child, early decisions that will secure permanency must be made.

Care in a family and homelike situation

The best place for a child or young person with a disability is with their family. In the rare circumstances where this is not possible, family-based care is the preferred model of care for all children and young people, especially children under 12 years of age. Models of family-based care include foster care, shared care and family or kinship placement.

If the child or young person with a disability is accessing a non-family based placement, such as a group home or specialist accommodation support, the setting should be as homelike as possible. Consideration needs to be given to:

- Enabling children, young people and their families to be included in decisions regarding the decoration of the house so that it helps maintain a person's self-identity and promotes feelings of belonging
- Assisting each person to maintain and develop relationships with family members, friends, and other house-mates
- Placement of children and young people with other children and young people with whom they are likely to be able to form meaningful relationships
- Enabling each person to have access to their own personal space as well as communal areas

Maintaining and developing relationships with family members and the community

If a child or young person is unable to live with their family on a full time basis support should be planned, as far as possible, in a way that enables them to maintain family relationships. This may impact on factors such as the location of

the placement and the provision of support to assist the child or young person to visit their family.

Out-of-home placement decisions should also seek to maintain a child or young person's links to their community. This requires consideration of placement options that allow the child or young person to maintain relationships with friends and continue to access their school and social or recreational activities.

Where a child or young person in an out-of-home placement does not have strong links to their family or community, support should be provided in a way that promotes the development of these links.

Assisting children and young people to maintain their identity, cultural links, language, religion and sexuality

Out-of-home placements need to provide a safe and nurturing environment that fosters the child or young person's health, developmental needs, spirituality, self-respect and dignity. All actions and decisions must take account of culture, disability, language, religion and sexuality. A child or young person's name, identity, language and cultural and religious ties should be preserved as far as possible.

The stress that is likely to arise from separation from family carers should not be aggravated by offering an environment where the child will be confronted with unfamiliar food and eating practices, unknown recreational choices, strange sounds and images, or routines that may conflict with the child's perceived self-identity.

Promoting self-determination for Aboriginal and Torres Strait Islander children and young people

DADHC acknowledges the past injustices and disadvantage experienced by Aboriginal and Torres Strait Islander peoples. DADHC aims to provide services that respect kinship and cultural structures of Aboriginal and Torres Strait Islander communities and maximise opportunities for self-determination.

Out-of-home placements for Aboriginal and Torres Strait Islander children and young people should be consistent with the *Aboriginal and Torres Strait Islander Placement Principles* ([section 13, Children and Young Persons \(Care and Protection\) Act 1998](#)), which set out the types of placement that should be considered for Aboriginal and Torres Strait Islander children and young people in out-of-home care. This policy requires that these principles also be followed in the planning and provision of other out-of-home placements for Aboriginal and Torres Strait Islander children and young people.

Safety, welfare and well-being is paramount

The *Standards in Action: A resource for service providers working with children and young people*, [Living in the Community: Putting Children First](#) and the above policy principles provide a broad range of factors that need to be considered when providing out-of-home placements for children and young people with a disability.

Balancing all these principles can be complex. No single principle should be determinative. The paramount consideration should be how, in light of all of these principles, to best promote the safety, welfare and wellbeing of the individual child or young person.

Models of out-of-home placement

If a child or young person requires an out-of-home placement it is important that their needs and level of support are assessed in order to determine the most appropriate model of support. This helps to identify a stable placement that meets the needs of the child or young person. Stable and supportive placements provide the best outcomes for children and young persons.

Models of out-of-home placement that DADHC supports are:

Family/kinship placement: placement with the child or young person's extended family or kinship group

Shared care: care is shared between the child or young person's birth family and an alternative family or group home

Foster care: placement with an alternative family.

Specialist foster care: placement with an alternative family with the provision of additional support services for the child or young person and the foster carers.

Group home accommodation support: Accommodation for 4-6 people with a disability in a community setting. Wherever possible the service is located in a residential neighbourhood and accessible to services and supports as may be required to meet the client's needs, including family or social support networks, transport, commercial services, education, medical and recreational facilities. This is not the preferred model of out of home care for children and young people, especially children under 12 years of age. The Regional Director must approve the placement of any child under 12 years of age in DADHC or DADHC-funded group home accommodation.

Specialist accommodation support: Community-based accommodation for children and young people who have very high and complex needs requiring specialist support services. This model of support is only appropriate for a very

small number of children and young people with a disability who have very complex health needs or who are at extreme risk of harm to themselves and / or others, such that their medical and/or therapeutic needs can be most effectively met in a specialist setting with appropriately qualified staff. The Regional Director must approve the placement of any child under 12 years of age in DADHC or DADHC-funded specialist accommodation support.

Parental responsibility and decision-making

Decisions regarding a child or young person need to be made by the person/s with parental responsibility. Parents are usually responsible for making decisions regarding their child, unless this has been legally reallocated.

Parents retain parental responsibility for children and young people with a disability who are accessing voluntary out-of-home placements. In some cases parents may request forms of support that are not consistent with this policy, however DADHC and agencies funded by DADHC are only able to offer forms of support that comply with this policy.

If the parents or legal guardians have such little contact that a child or young person may be reasonably considered to be at risk of harm, a report to the DoCS Helpline must be made. The policy *Child protection policy and reporting procedures for DADHC and DADHC-funded agencies* provides guidance in these matters.

DoCS will undertake an assessment to determine whether the child or young person is in need of care and protection. Under the Memorandum of Understanding between DoCS and DADHC, DADHC may still have a role in providing placements and funding for a child or young person who has been the subject of a report to the DoCS Helpline.

If a child or young person is accessing out-of-home care under an order of the Children's Court, this means that the Children's Court has allocated aspects of parental responsibility. If parental responsibility for a child or young person has been allocated to the Minister, DoCS must be involved in decisions regarding the care of that child or young person.

Young people aged 16 or over may be subject to a guardianship order issued by the Guardianship Tribunal. Where this is the case, the young person's guardian will have the equivalent of parental responsibility in relation to matters named in the guardianship order.

Providers of out-of-home placements

DADHC only supports out-of-home placement with organisations that are legally authorised to provide these services. In the case of out-of-home care, this means designated agencies accredited by the NSW Office of the Children's Guardian. In the case of out-of-home placements where a court order is not in

place, this means organisations that have a private fostering agency authority or a have the status of a licensed residential child care centre under the [Children \(Care and Protection\) Act 1987](#).

Notification of placements to DADHC

Non-government organisations funded by DADHC that provide out-of-home placements to children and young people are required to notify the Community Access Branch of DADHC of any child or young person placed in care. This notification must be provided within 28 days of accepting the placement. The notification must include information on the child or young person's name, age, address and gender, the name of case manager, the status of their individual plan and details of the long-term support arrangements.

Non-government organisations are responsible for obtaining the consent of the parent or guardian in order to allow this information to be provided to DADHC. In order to assist service providers, a consent form is available on the DADHC website. Where consent is not provided, information on the case management and support arrangements must be provided in a manner that does not allow the individual to be identified.

Standards for Service Providers

The Office of the Children's Guardian has developed the [NSW Out-of-Home Care Standards](#) as part of the accreditation requirements for designated agencies (out-of-home care providers). This resource is also relevant for agencies providing other types of out-of-home placements as it provides a quality framework to guide service delivery. Under the *Standards in Action: A resource for service providers working with children and young people*, all providers of out-of-home placements to children and young people with a disability are encouraged to comply with the Out-of-Home Care Standards.

Monitoring of placements by DADHC

DADHC service monitoring staff must visit each organisation providing out-of-home placements to children or young people at least once in each financial year. The purpose of these visits is to verify that each child or young person has a case worker and a current individual plan and that information has been reported to DADHC at the time of placement.

Where a DADHC employee is providing case management to a child or young person in out-of-home care, their role is to participate in regular reviews of the placement and to monitor progress against goals identified in the individual plan.

Glossary

Designated agency	An agency that is accredited by the NSW Children's Guardian to provide out-of-home care. (Section 139, Children and Young Persons (Care and Protection) Act 1998)
Family/kinship placement	Placement with the child or young person's extended family or kinship group
Foster care	Placement with an alternative family.
Group home accommodation support	Accommodation for 4-6 people with a disability in a community setting.
Licensed residential child care centre	A centre that is recognised is licensed as a residential child care centre under the Children (Care and Protection) Act 1987 .
Out-of-home care	Residential care and control at a place other than the usual home of the child or young person by a person who is not related to the child or young person provided for under an order of the Children's Court for a period of more than 14 days (section 135, Children and Young Persons (Care and Protection) Act 1998)
Out-of-home placement	Residential care for a child or young person in a service provided or funded by DADHC, regardless of whether or not the placement is provided for under an order of the Children's Court.
Private fostering agency authority	An authority issued under the Children (Care and Protection) Act 1987 .
Shared care	An arrangement where care is shared between the child or young person's birth family and an alternative family or group home.
Specialist accommodation support	Community-based accommodation for children and young people who have very high and complex needs requiring specialist support services.
Specialist foster care	Placement with an alternative family with the provision of additional specialist support services for the child or young person and the foster carers.

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