



Cross-sector Foster Carer Panel - CSO Process

Cross-sector Foster Carer Panel (the Panel)

Please refer to the Fact Sheet on the Department of Communities, Child Protection and Family Support (the Department) website for information on the background and role of the Panel - [Cross Sector Foster Carer Panel factsheet](#).

Prior to booking

To enable the Panel to consider applications in a timely way, assessors must complete all required actions before submitting Foster Carer Assessments to the Panel for endorsement.

Booking a Panel date

The Panel convenes every Wednesday at the Department of Communities, 189 Royal Street, East Perth.

To book a Panel date, completed Assessment Reports on the standard template form* and any supporting documentation should be sent to the Panel Support Officer at Cross-sectorFCPanel@cpfs.wa.gov.au. The Panel Support Officer will confirm receipt and advise of the next available Panel date and time.

Please note that Panel bookings will not be taken in advance of receiving completed Assessment documents.

Following Panel

Agencies will be advised of a Panel decision to endorse or not endorse an assessment, along with any additional recommendations, by email within 24 hours and in writing within 7 working days. Agencies may then approve or not approve the foster carer's application.

Updating details on the Central Foster Carer Directory

Before starting an assessment, CSOs must submit a completed *Notification of Foster Carer Assessment** form to the Central Foster Carer Directory at CentralCarerDirectory@cpfs.wa.gov.au

A completed *Outcome of Foster Carer Assessment** form must also be submitted to the Central Foster Carer Directory following completion of the Panel process and the agency's subsequent approval or non-approval of the foster carer.

For any further information please contact the Panel Support Officer at Cross-sectorFCPanel@cpfs.wa.gov.au

**These forms will be available online soon. In the interim please contact Cross-sectorFCPanel@cpfs.wa.gov.au for copies.*