



Glossary of terms for Out-of-Home Care (OOHC) in Western Australia

Aboriginal and Torres Strait Islander Child Placement Principle (ATSICPP) – outlined in section 12 of the *Children and Community Services Act 2004*, that describes the order of priorities the Department must consider when placing an Aboriginal or Torres Strait Islander child in a care arrangement.

The aims of the ATSICPP are to:

- recognise and protect the rights of Aboriginal children, families and communities.
- increase the level of self determination for Aboriginal people in child protection matters
- reduce the disproportionate representation of Aboriginal children in the child protection system

The ATSICPP is not simply about where or with whom the child is placed in out-of-home care. The history and intent of the ATSICPP is about keeping Aboriginal children connected to their family, community, culture and country.

Aboriginal community controlled organisation (ACCO) - An incorporated Aboriginal organisation, initiated, based and governed by the local Aboriginal community to deliver holistic and culturally appropriate services to the Aboriginal community that controls it.

Adoption Act 1994 - Governs the provision of adoption services in Western Australia with the welfare and best interests of a child as one of the paramount considerations in administering the Act.

Advocate for Children in Care – A Department for Child Protection and Family Support employee whose role is to protect and promote the interests and rights of all children in care to have a say in decisions and actions that affect them and in the services that are provided to them. The Advocate provides advocacy services to help children resolve issues and have decisions reviewed, and supports them in using formal complaint and review processes.

After-care support - Support provided to children and young people, families and carers, after a period of care ceases.

Assist – The client database system used by the Department for Child Protection and Family Support.

Better Care, Better Services Standards - The standards framework developed and adopted by out-of-home care providers in Western Australia for children in out of home care.

Best Interests Principle – A principle outlined in section 7 of the *Children and Community Services Act 2004* that requires the best interests of the child to be the paramount consideration for any person, the Children's Court or State Administrative Tribunal making decisions under the Act in relation to a child.

CALD – Culturally and linguistically diverse.

Care arrangement – An arrangement under which out-of-home care is provided to a child. An out-of-home care arrangement can include a family care or foster care arrangement, or a residential-based care arrangement.

Care team - The group of identified people who hold a shared responsibility for the planning and implementation of strategies and services to support a child in their care arrangement. The level of responsibility of each member of the care team will vary according to their role. (*The Care Team Approach framework will be developed and released in October 2016*).

Care Plan – A legislatively required plan, developed by the Department, which identifies the needs of the child under the nine dimensions of care, outlines the steps or measures required to meet those needs and sets out decisions about the care of the child. This plan is developed in a collaborative process with all significant people and with the child's participation.

Case management – Describes the overall management of a case to ensure that children and families receive a service that is coordinated, integrated and targeted to meet their needs and goals.

Casework Practice Manual – Central location for all information and procedures for all aspects of casework and case practice within the Department.

Case Plan - A written document that identifies the goal of the ongoing intervention and the outcomes and actions required to achieve the goal. Case planning is a process of planning strategies to address a child's protection and care needs and to promote a child's well-being.

Case support costs - Costs relating to items and activities that may be incurred when raising a child in out-of-home care. Case support costs are managed by either the child's Departmental caseworker or a Community Service Organisation.

Charter of Rights for Children in Care – A statement of the rights of all children in the CEO's care in Western Australia.

Child – A person who is under 18 years of age.

Child and Carer Connection Hub (the Hub) – The Departmental unit responsible for facilitating and managing referrals for children into care arrangements that best meet their needs, managing the Carer Directory and the Cross Sector Foster Carer panel.

Child in the CEO's care – A child is referred to as being in the CEO's care when he/she is in provisional protection and care, on a Protection Order (time limited) or Protection Order (until 18), on a Negotiated Placement Agreement, or provided with a placement service under section 32(1)(a) of the *Children and Community Services Act 2004*.

Children and Community Services Act 2004 – The key legislation that governs the Department's three service areas:

1. Support children and young people in the CEO's care to have much improved life chances.
2. Protect children and young people from abuse and neglect
3. Support families and individuals at risk or in crisis to manage their lives and keep themselves and their families safe.

Children Youth and Families Agencies Association (CYFAA) – The peak organisation of community based agencies working in out-of-home care and related services such as prevention, early intervention, birth family and children in care support services.

Community sector organisation (CSO) – may be a not-for-profit or a for-profit organisation, a Local Government Authority or a Religious or Charitable organisation that provides the community with services to meet a broad range of needs, including out-of-home care.

Community services sector – The collection of community sector organisations that provide the community with services to meet a broad range of needs (including out-of-home care).

Commissioner for Children and Young People – The independent statutory advocate for all children and young people under 18 years of age in Western Australia.

Community Sector Roundtable (CSR) - An advisory body that reports directly to the Director General of the Department for Child Protection and Family Support. The CSR provides advice and information that improves outcomes and strengthens the relationship between the Department and the community services sector in relation to the funding and provision of services.

Contact – Where a child in the CEO’s care meets or communicates with a significant person who does not have primary care of the child or responsibility for the child’s day to day care. This can occur in person or via other forms of communication.

Cross-sector Foster Carer Panel – A sector wide foster carer assessment panel with the responsibility of endorsing or not endorsing the proposed recommendation about whether a foster carer applicant (CSO or Departmental) should be approved. The cross-sector foster carer panel is not the final decision maker for foster carer approval. This function remains with the CSO or the Department.

(To be implemented from January 2017)

Cultural competence – The knowledge, awareness and skills that supports people to work effectively in cross-cultural situations.

Cultural Plan – Developed as part of the care plan process to outline how the child will remain connected to their family, community, country and culture, as well as who is responsible for supporting the child to do this.

Department for Child Protection and Family Support (the Department) - The Western Australian Government Department that provides and funds a range of child protection and family support services to Western Australian individuals, children and their families.

Enhanced contact centres - Group contact programs facilitating contact between parents/family and their children (often linked to reunification) where parents/family are provided with learning opportunities to enhance their parenting skills, knowledge of attachment and develop strategies to better meet their children’s needs.

Family Carer – A person who provides care to children who are unable to live with their own parents and who are in the care of the CEO, and, is a ‘relative’ to the child requiring a care arrangement as defined in the *Children and Community Services Act 2004*. A Family carer provides family care in a place that is considered their primary residence.

Foster Care Partnership – The framework that forms the foundation for the Department’s approach to family carers and foster carers. This will evolve to become the *Care Team Approach Framework*.

Foster carer – A suitably qualified and experienced person, who provides a non-family care arrangement to children who are unable to live with their own parents and who are in the care of the CEO. Foster carers are assessed, panelled and approved against foster care competencies. Foster Carers provide foster care in a place that is considered their primary residence.

Foster carer preparation training - Training modules for foster carers across the sector to support them to be equipped with the skills and knowledge required to provide quality placements for children and young people. As of January 2017, this training will become compulsory for all foster carers in Western Australia.

Inclusion – Based on the notions of belonging, acceptance and recognition, inclusion entails the realisation of full and equal participation in economic, social, cultural and political institutions. Respecting and acknowledging diversity and engendering feelings of belonging by increasing social equity and participation of diverse groups.

Leaving care - The planning processes that begin for a child in the CEO's care once they reach 15 years of age, based on eligibility criteria, to support their successful transition from care.

Life story work – A method of helping children in care learn about and maintain their sense of identity by remembering and keeping a record of their past and present life experiences.

National Standards for Out-of-Home Care – The nationally agreed quality standards that all Australian states and territories are required to measure, monitor and report on for children in out-of-home care.

Needs Assessment Tool (NAT) – A tool that will be embedded into the case management process that will support greater consistency in the identification of the needs of children in the CEO's care.

Ombudsman Western Australia - The Ombudsman serves Parliament and Western Australians by resolving complaints about the decision making of public authorities and improving the standard of public administration. Into the future the Ombudsman will monitor Safety standards in OOHC in WA.

Outcomes Framework for Children in Out-of-Home Care in Western Australia - The framework developed to monitor, measure and regularly report on the outcomes achieved for children living in out-of-home care. Outcomes against this framework are reported annually.

Out-of-home care (OOHC) – The provision of care arrangements outside the family home to children who are, or who may be found to be, in need of protection or a care arrangement under the *Children and Community Services Act 2004* or the *Adoption Act 1994*.

Out-of-home care sector - The government and community services sector agencies that provide care arrangements for children living in out-of-home care.

Permanency planning - The case management principle used to provide children in out-of-home care with safe, timely, continuous and stable living arrangements, lifetime relationships and a sense of belonging, whether through safe reunification with parents, or care arrangements with other family members or another appropriate person.

Permanent care – The phase of out-of-home care where a court order has been made for a child to remain in the long-term legal care of the Department, or with people other than their biological parents.

Permanent foster carer – A foster carer whose role it is to care for a child when a decision has been made for them to live permanently out of their parent's care (permanent care).

Placement administration cost – The cost for community sector organisations to provide out-of-home care to a particular child including, but not limited to, the provision and support of carers, staff recruitment and support and administrative costs.

Protection application – A Department application made to the Children's Court of WA seeking an order that a child is in need of protection.

Protection order - A protection order is an order granted by the Children's Court when it finds a child is in need of protection. A protection order (supervision) authorises child protection workers to assess and

monitor a child's wellbeing for the duration of the order, without affecting the parental responsibility of any person. A protection order (time-limited) and a protection order (until 18) transfer parental responsibility to the CEO. A protection order (special guardianship) transfers parental responsibility for the child to a nominated special guardian (not a biological parent), to the exclusion of any other person, until the child turns 18 years of age.

Pre-birth planning – The planning process that occurs with parents who are expecting a baby where the Department has concerns about parental capacity to care for the baby safely once born. The planning process is undertaken with parents, support networks (including family) and relevant service providers to assess the concerns and develop safety plans to try and reduce the likelihood of the baby coming into the care of the CEO.

Rapid Response – A Cabinet-endorsed strategy recognising the specific and complex needs of children in care and promoting co-ordination across government agencies to provide for those needs as a priority.

Reconciliation – is about unity and respect between Aboriginal and non-Aboriginal Australians. It is about respect for Aboriginal heritage and valuing justice and equity for all Australians. It is about building better relationships between the wider Australian community and Aboriginal peoples for the benefit of all Australians.

Record Check Consent Form (395) – A process of undergoing a record screening check through CrimTrac, the Department and if a person meets the criteria an international police check. This check is coordinated by the Department's Screening Unit and confirmation of a satisfactory record check is substantiated upon receipt of an advice letter from these agencies to the Manager of the Screening Unit.

Residential care – A care arrangement where a child is cared for in a place that is not the carer's primary residence. Residential care typically operates on a rostered basis and provides care for children with complex and intense needs.

Reunification – The process by which child(ren) in out-of-home care are returned to the care of their parents.

Sanctuary model – A trauma informed model developed by Dr Sandra L Bloom. This informs the Department's *Residential Care (Sanctuary) Framework 2012* and provides a sound theoretical and practical base to guide residential group home's (RGH) work with abused children whose trauma severely impacts their behaviour and development.

Secure care arrangement – An arrangement under section 88C of the *Children and Community Services Act 2004* which allows the CEO (or delegate) to make an arrangement for the placement of a provisionally protected child or a protected child in a secure care facility.

Short-break support - The term given to the various strategies by which a carer is supported to have a break from their caring responsibility. This term will replace "respite care" from October 2016.

Significant other carer – A person who is not a family member of a child in the CEO's care, but has a demonstrated enduring relationship with the child and/or the child's birth family and is providing a care arrangement to the child.

Signs of Safety – The Department's child protection practice framework. The framework consists of practice principles, disciplines and a series of tools that are used to assess safety and identify risk, develop safety networks and plan with families and children involved in the child protection system.

Special needs loading – A subsidy provided to foster carers or family carers to meet the needs of children in their care that require additional, regular and ongoing costs, above the general foster carer subsidy, to meet those extra care needs. The child may have extra needs due to a medical issue or behavioural/emotional issues.

Special purpose subsidy – Funding that is required to support the needs of a child in exceptional circumstances over-and-above case support costs. The five categories of funding include; placement support, boarding school attendance, vehicles, home modifications and major and/or extraordinary events.

Subsidy – An amount provided to carers to cover the typical, ongoing costs of looking after a child in their care.

Substantive equality – The achievement of equitable outcomes as well as equal opportunity, and the need to sometimes treat people differently to achieve equal results. It takes into account the effects of past discrimination and recognises that rights, entitlements, opportunities and access are not equally distributed throughout society. It is achieved by addressing and preventing systemic discrimination by adjusting policies, procedures and practices to meet the specific needs of certain groups in the community.

Temporary care - The phase of out-of-home care where the Department is assessing if reunification with the parents is likely or no court decision has been made for the long-term care of a child.

Temporary foster carer – A foster carer whose role is to care for a child where the Department is assessing if reunification with the parents is likely and a final decision has yet to be made for the child’s long term or permanent legal care (temporary care). A temporary foster carer may become a permanent foster carer.

The Alliance for Children at Risk (Alliance) - The Alliance for Children at Risk represents community sector providers of care for children removed from their families because of their parents’ inability to care for them.

Viewpoint - A web-based software program that promotes a child’s participation in the development of their care plans and the development of services to meet the needs of all children in care.

Western Australian Council of Social Service (WACOSS) - A not-for-profit, member based organisation and the peak body for the social service sector in WA.

Working with Children (Criminal Record Checking) Act 2004 (WWC Act) - provides procedures for checking the criminal records of people who carry out, or propose to carry out, child-related work and prohibits people who have been charged with or convicted of certain offences from carrying out child-related work. The Department’s WWC Screening Unit administers the WWC Check scheme.

Working with Children Check - A compulsory criminal record check required for people who carry out “child-related work’ with children under the age of 18 years in Western Australia (WA), including self-employed people, paid employees, volunteers, students on placement and ministers of religion.

New resource allocation framework

As a result of the implementation of a new resource allocation framework stemming from the Out-of-Home Care Reform, the following definitions will be used from July 2017:

Caring allowance – The financial allowance provided to all carers to compensate them for the expenses incurred in caring for a child in the CEO's care. The caring allowance will replace the current carer subsidy and elements of case support costs.

Carer contribution – The financial and other contributions that all carers bring to a care arrangement.

Child support cost – Costs relating to items and activities that may be incurred by nature of raising a child in out-of-home care. Child support costs are held by the child's Departmental case manager or a Community Sector Organisation. Child support costs will replace elements of case support costs.

Care arrangement support cost (CASC) - The additional cost used to support the child in their care arrangement, with direct reference to the child's particular complexity and needs. The CASC will replace special needs loading, and some elements of case support costs and special purpose funding.

Extraordinary child support costs – costs required to support a child's needs in extraordinary circumstances. The extraordinary child support cost replaces the existing special purpose funding.