

Nebraska Caregiver Responsibilities (NCR)

Child's Name: _____ Child's Master Case # _____

Childs' Age: _____ Child's Date of Birth: _____

Today's Date: _____ Last Assessment Date: _____ Previous Score: _____

Assessment Type:

- | | | |
|---|---|---|
| <input type="checkbox"/> Initial | <input type="checkbox"/> Request of Caregiver | <input type="checkbox"/> Change of Placement |
| <input type="checkbox"/> Reassessment (6 months from date of previous tool) | <input type="checkbox"/> Request of Agency/Department | <input type="checkbox"/> Permanency Plan Change |
| | | <input type="checkbox"/> Change of Child Circumstance |

Worker Completing Tool: _____ Service Area: _____

Caregiver(s): _____

Child Placing Agency: _____ CPA Worker: _____

Nebraska Caregiver Responsibility Tool

The Nebraska Caregiver Responsibility Tool determines the Foster Care Maintenance Rate for caregivers of foster children. Each level describes the intensity of care that the caregiver will provide the foster child. The first level (LOR1) is considered essential for all placements and the minimum expectation of all caregivers, LOR2 is a higher level of care, and LOR3 is the highest level of care. Each level includes the responsibilities of the previous level. Payment increases as the caregiver responsibility increases. Payment level decreases when caregiver responsibility decreases.

How the NCR Should be Completed

For each of the responsibilities, indicate the level of responsibility (LOR) currently required to meet the needs of the child (based on results of the current assessment model). The focus is on the caregiver's responsibilities, not on the child's behaviors. Outline caregiver responsibilities in the box provided for any area checked at a 2 or higher.

Forms should be filled out during a face-to-face meeting with the caregiver, the assigned worker, and the child placing agency worker (if applicable). Caregivers and the child placing agency worker (if applicable) should receive copies of the tool. If the caregiver disagrees with the results of the NCR document, he/she should notify the case worker and/or child placing agency worker as applicable.

When the NCR Should be Completed

When the child is removed from their home and placed in a foster home, the NCR should be completed **no more than 30 days from the initial removal.**

When a placement change is made, the NCR should be completed **within seven days of the placement change.** The caregiver is expected to assume the level of responsibility from the most recent NCR in the time before the NCR can be completed in the placement.

The NCR should be completed **no more than 30 days from the following:**

- Caregiver Request
- Agency Supporting the Caregiver Request
- Division of Children and Family Services Request
- When the Permanency Plan changes for the child
- When the child's circumstances change (such as needing more or less care from the caregiver)
- Every six months from the date of the placement (unless an additional NCR has been completed in the six months)

Notice of Change in Payment Rate

If the rate of payment decreases due to a reassessment and change in level of caregiver responsibility, notice will be provided to caregiver thirty days in advance of the rate change. If the rate of payment increases due to a reassessment and change in level of caregiver responsibility, the rate change will be effective immediately when all necessary approval and signatures have been obtained.

Liability Coverage

Federal and state law mandate liability coverage for caregivers. For more information, speak with your child's case worker and/or agency representative. (Program Memo-Protection and Safety Procedure [#11-2014](#))

Reasonable and Prudent Parenting Standard

In accordance with the Strengthening Families Act (SFA) caregiver should exercise reasonable and prudent parenting standards. REASONABLE PRUDENT PARENT STANDARD (RPPS) means a standard characterized by careful and sensible parental decisions which 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.

Transportation and Mileage

Department of Health and Human Services Policy

One hundred miles of transportation is included in the monthly maintenance rate. The cost of transportation of 100 miles or less is considered to be a “usual” expense related to care of a child. The caregiver(s) may receive monthly reimbursement at the Department established rate for each increment of 50 miles over the initial 100 miles. ([Title 479 2-002.03E1](#). Administrative Memo [#1-3-14-2005](#)). Transportation arrangements should be detailed in the LOR Tool.

PromiseShip Policy

PromiseShip utilizes a School Maintenance Authorization that allows a contracted service provider to bill \$10 a day more if the caregiver affiliated with the service provider transports the youth to and from school to maintain the youth in their home school. The definition of School Maintenance is the following: Maintenance of a Child’s School placement that meets the required distance of ten miles one way and documentation allows for a \$10 per day stipend. This stipend will not be provided for days school is not in session.

CIRCLE ONE ONLY

LOR1 Medical/Physical Health & Well-Being	
L1	<p>Caregiver arranges and participates, as appropriate in routine medical and dental appointments; provides basic healthcare and responds to illness or injury; administers prescribed medications; maintains health records; shares developmentally appropriate health information with child.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Caregiver follows established policies to ensure child’s physical health needs are met by providing basic healthcare and response to illness or injury. • Caregiver contributes to ongoing efforts to meet the child’s needs, by arranging, transporting* and participating in doctor’s appointments that is reflected in required ongoing documentation. • Caregiver administers medications as prescribed, keep a medication log of all prescribed and over-the-counter medications, understands the medications administered, and submits the medication log monthly.
L2	<p>Caregiver arranges and participates with additional visits with medical specialists, assists with treatment and monitoring of specific health concerns, and provides periodic management of personal care needs. Examples may include treating and monitoring severe cases of asthma, physical disabilities, and pregnant/parenting teens.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Additional health concerns must be documented and caregiver’s role in meeting these additional needs reflected in the child’s case plan and/or treatment plan. • Caregiver will transport* and participate in additional medical appointments, including monthly medication management, and monitor health concerns as determined by case professionals.
L3	<p>Caregiver provides hands-on specialized interventions to manage the child’s chronic health and/or personal care needs. Examples include using feeding tubes, physical therapy, or managing HIV/AIDS.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Any specialized interventions provided by the caregiver should be reflected in the child’s case plan and/or treatment plan. • Case management records should include narrative as to the training and/or certification of the caregiver to provide specialized levels of intervention specific to the child’s health needs. • Caregiver will provide specific documentation of specialized interventions utilized to manage chronic health and/or personal care needs. • Caregiver will transport and participate in physical or occupational therapy appointments.

CIRCLE ONE ONLY

LOR1 Medical/Physical Health & Well-Being

Outline the caregiver responsibilities:

*Please detail transportation arrangements in responsibilities section. If the caregiver is unable to provide transportation, alternate arrangements must be discussed in detail at this time and documented in the responsibilities section.

CIRCLE ONE ONLY

LOR2 Family Relationships/Cultural Identity	
L1	<p>Caregiver supports efforts to maintain connections to primary family including siblings and extended family, and/or other significant people as outlined in the case plan; prepares and helps child with visits and other contacts; shares information and pictures as appropriate; supports the parents and helps the child to form a healthy view of his/her family.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Caregiver follows established visitation plan and supports ongoing child- parent and sibling contact as outlined in case plan. • Caregiver provides opportunities for the child to participate in culturally relevant experiences and activities including transportation*. • Caregiver works with parents and youth in ongoing development of youth’s life book.
L2	<p>Caregiver arranges and supervises ongoing contact between child and primary family and/or other significant people or teaches parenting strategies to other caregivers as outlined in the case plan.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Caregiver provides and facilitates parenting time in accordance with the established parenting time plan and case plan. • Caregiver provides regular instruction to parent outlining parenting strategies. This feedback must be reflected in Caregiver’s required ongoing documentation.
L3	<p>Caregiver works with primary family to co-parent child, sharing parenting responsibilities, OR supports parent who is caring for child AND works with parent to coordinate attending meetings AND appointments together. Examples include attending meetings with doctors, specialists, educators, and therapists together.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Caregiver partners and collaborates with parents to ensure both caregiver and parent attends child’s appointments and activities. • Caregiver allows parental interaction in the foster home and provides support to the parent while the child is in the parent’s home. • Caregiver allows the parent to participate in daily routine of the child in the foster home (i.e. dinner, bedtime routine, morning routine). • Documentation should illustrate caregiver’s efforts to engage parent and shows examples of a transfer of learning to the parent.

CIRCLE ONE ONLY

LOR2 Family Relationships/Cultural Identity

Outline the caregiver responsibilities:

*Please detail transportation arrangements in responsibilities section. If the caregiver is unable to provide transportation, alternate arrangements must be discussed in detail at this time and documented in the responsibilities section.

CIRCLE ONE ONLY

LOR 3 Supervision/Structure/Behavioral & Emotional	
L1	<p>Caregiver provides routine direct care and supervision of the child, assists child in learning appropriate self-control and problem solving strategies; utilizes constructive discipline practices that are fair and reasonable and are logically connected to the behavior in need of change, adapts schedule or home environment to accommodate or redirect occasional outbursts.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Caregiver provides age and developmentally appropriate supervision, structure, and behavioral and/or emotional support. • Caregiver utilizes constructive discipline practices that are fair and reasonable and are logically connected to the behavior in need of change. • Caregiver provides examples of strategies and interventions implemented. • Caregiver provides supervision that is appropriate and expected for the chronological age of the child. For instance, 24 hour supervision of an infant or two year old would be considered appropriate for the age of the child.
L2	<p>Caregiver consults with medical, mental health, or other treating professionals to implement specific strategies of interacting with the child in a therapeutic manner to promote emotional well-being, healing and understanding, and a sense of safety on a daily basis.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Caregiver follows current established treatment plan or safety plan to ensure child’s safety and well-being are addressed. • Strategies and interventions are developed in accordance with the treatment plan or safety plan and in consultation with case manager. • Caregiver has regular contact with medical, mental health, or other treating professionals and participates in mental health services for the child. • Caregiver can provide examples of therapeutic interventions and demonstrates ongoing monitoring.
L3	<p>Caregiver provides direct care and supervision that involves the provision of highly structured Interventions such as using specialized equipment and/or techniques and treatment regimens on a constant basis. Examples of specialized equipment include using alarms, single bedrooms modified for treatment purposes, or using adaptive communication systems, etc.; works with other professionals to develop, implement and monitor strategies to intervene with behaviors that put the child or others in imminent danger or at immediate risk of serious harm.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Treatment plan requires immediate and ongoing interventions that are developed in consultation with case management staff and must be followed to ensure the child’s safety, behavioral, and emotional needs are met. • Treatment plan requires immediate, ongoing, and continuous monitoring outside of what should be expected for the age of the child. If plan is not followed child is at risk of imminent danger. • Caregiver maintains frequent, at least quarterly, contact with mental health professionals and actively participates in services and monitoring. • Caregiver can provide examples of therapeutic interventions and demonstrates ongoing monitoring.

CIRCLE ONE ONLY

LOR 3 Supervision/Structure/Behavioral & Emotional

Outline the caregiver responsibilities:

CIRCLE ONE ONLY

LOR 4 Education/Cognitive Development	
L1	<p>Caregiver provides developmentally appropriate learning experiences for the child noting progress and special needs; assures school or early intervention participation as appropriate; supports the child’s educational activities; addresses cognitive and other educational concerns as they arise.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Caregiver ensures child meets established education goals. Routine educational support includes providing transportation* to and from school, providing a structured homework routine and help with homework; maintaining regular, ongoing contact with school to ensure age-appropriate performance and progress. • This includes participation in regularly scheduled parent- teacher conferences with the parents (as appropriate). • For non-school age children, the caregiver will ensure the child is working on developmental goals (i.e. colors, ABCs, counting, etc.)
L2	<p>Caregiver maintains increased involvement with school staff to address specific educational needs that require close home/school communication for the child to make progress AND responds to educational personnel to provide at-home supervision when necessary; or works with others to implement program to assist youth in alternative education or job training.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Educational goals may include both school-based as well as job training goals (for older youth). • Caregiver implements monitoring in the home to reflect established learning plan objectives or collaborates with professionals to ensure child’s educational goals are met. • Caregiver provides examples of efforts to support education. Caregiver provides support and structure for child if suspended or expelled from school. • Caregiver participates in the IEP development and review.
L3	<p>Caregiver works with school staff to administer a specialized educational program AND carries out a comprehensive home/school program (more than helping with homework) during or after school hours.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Caregiver implements intense interventions per an established alternative education plan, IEP or 504 plan which involves specialized activities and/or strategies outside of the educational setting. Implementation of this plan requires regular communication with school and is not considered routine educational support. Caregiver is required to attend more than one meeting per year with the school to implement the alternative education plan, IEP, or 504 plan. • Caregiver may require specialized training or certification in order to meet the child’s educational and cognitive needs.

CIRCLE ONE ONLY

LOR 4 Education/Cognitive Development

Outline the caregiver responsibilities:

*Please detail transportation arrangements in responsibilities section. If the caregiver is unable to provide transportation, alternate arrangements must be discussed in detail at this time and documented in the responsibilities section.

CIRCLE ONE ONLY

LOR 5 Socialization/Age-Appropriate Expectations	
L1	<p>In keeping with Reasonable and Prudent Parenting standards, Caregiver works with others to ensure child’s successful participation in community activities; ensures opportunities for child to form healthy, developmentally appropriate relationships with peers and other community members, and uses everyday experiences to help child learn and develop appropriate social skills.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Caregiver encourages and provides opportunities for child to participate in age-appropriate peer activities at least once per week. • Caregiver can give examples of the child’s participation in the activity. Caregiver transports* to activity if needed. • Caregiver monitors negative peer interactions. • Examples may include: school-based activities, sports, community-based activities, etc.
L2	<p>Caregiver provides additional guidance to the child to enables the child’s successful participation in Community and enrichment activities AND provides assistance with planning and adapting activities AND participates with child when needed. Examples include shadowing, coaching social skills, sharing specific intervention strategies with other responsible adults, etc.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Caregiver’s intervention and participation further ensures child’s participation in the activity. • The child may not be able to participate without adult support. Caregiver can give examples of the child’s participation in the activity.
L3	<p>Caregiver provides ongoing, one-to-one supervision and instruction (beyond what would be age appropriate) to ensure the child’s participation in community and enrichment activities AND caregiver is required to participate in or attend most community activities with other responsible adults, etc.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Caregiver must participate and fully supervise child during all community and enrichment activities. • Participation in the community and enrichment activities provides a normalized child experience. • Caregiver can provide examples of child’s normalized involvement in the activity.

CIRCLE ONE ONLY

LOR 5 Socialization/Age-Appropriate Expectations

Outline the caregiver responsibilities:

*Please detail transportation arrangements in responsibilities section. If the caregiver is unable to provide transportation, alternate arrangements must be discussed in detail at this time and documented in the responsibilities section.

CIRCLE ONE ONLY

LOR 6 Support/Nurturance/Well-Being	
L1	<p>Caregiver provides nurturing and caring to build the child’s self-esteem; engages the child in constructive, positive family living experiences; maintains a safe home environment with developmentally appropriate toys and activities; provides for the child’s basic needs and arranges for counseling or other mental health services as needed.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Caregiver meets child’s established basic needs to assure well-being. • Caregiver understands and responds to the child’s needs specific to removal from their home. • Caregiver transports* and participates in mental health services as needed.
L2	<p>Caregiver works with professionals to develop, implement, and monitor specialized behavior management, support, and/or intervention strategies to address ongoing behaviors that interfere with support/nuturance and well-being needs.</p> <p>Definition:</p> <ul style="list-style-type: none"> • • Caregiver provides supervision, structure, and behavioral and/or emotional support beyond what is considered to be age and developmentally appropriate, in accordance with a formal behavioral management or support plan as directed by child’s needs and outlined by a professional. • Caregiver is able to provide examples of strategies and interventions implemented and professional who is guiding the plan.
L3	<p>Caregiver works with services and programs to implement intensive child-specific in-home strategies of interacting in a therapeutic manner to promote emotional well- being, healing, and understanding, and sense of safety on a constant basis.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Caregiver provides immediate and ongoing interventions which are developed in accordance with Service/Support Plans and are developed in consultation with case management staff, service providers, and/or treatment professionals (if applicable) and must be followed to ensure the child’s well-being. • If interventions are not followed child is at risk of emotional harm or dysregulation. Caregiver maintains frequent, at least quarterly, contact with involved professionals and actively participated in activities designed to support, nurture, and enhance the child’s well-being. • Caregiver can provide examples of strategies implemented and their relevance to the child’s specific support, nurturance, and well-being needs.

CIRCLE ONE ONLY

LOR 6 Support/Nurturance/Well-Being

Outline the caregiver responsibilities:

*Please detail transportation arrangements in responsibilities section. If the caregiver is unable to provide transportation, alternate arrangements must be discussed in detail at this time and documented in the responsibilities section.

CIRCLE ONE ONLY

LOR 7 Child Specific Training and Experience	
L1	<p>Caregiver maintains open communication with the child welfare team about the child’s progress and adjustment to placement and participates in team meetings, court hearings, case plan development, respite care, and a support plan.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Caregiver works to ensure placement stability. • Caregiver communicates openly and regularly with case manager, provides required monthly documentation and participates in family team meetings. • Caregiver must actively participate in developing a support plan to eliminate placement disruption.
L2	<p>The child’s/youth’s needs require caregiver expertise that is developed through fostering experience, participation in support group and/or mentor support, and consistent relevant in-service training.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Caregiver must utilize specialized knowledge, skills, and abilities to maintain child’s placement. • Child’s needs warrant specialized knowledge, skills, and abilities. Interventions provided by caregiver must be in collaboration and consultation with other professions and case managers. • Caregiver should provide examples of their specialized knowledge, skill, and abilities to ensure placement and participation in in- service training.
L3	<p>The child’s/youth’s needs require daily or weekly involvement/participation by the caregiver with intensive in-home services as defined in case plan and/or treatment team.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Caregiver must collaborate with external supports in order to maintain placement. These external supports provide intensive interventions within the caregiver’s home, without which child could not safety be maintained. Interventions must be selected and implemented in collaboration with the case manager. • Caregiver collaborates with intensive service interventions and demonstrates specialized knowledge, skills, and abilities to maintain child’s placement. • Caregiver provides examples of their role in the intensive in-home service provision. • Caregiver may require additional training to eliminate placement disruption.

CIRCLE ONE ONLY

LOR 7 Child Specific Training and Experience

Outline the caregiver responsibilities:

LOR 8 Transition To Permanency and/or Living Independently as an Adult	
L1	<p>For all children/youth regardless of their permanency objective, Caregiver provides routine ongoing efforts to work with family and/or other significant adults to facilitate successful transition home or into another permanent placement. Caregiver provides routine assistance in the on-going development of the child/youth life book.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Caregiver collaborates with case manager and other community resources to ensure child's/youth's permanency goal is met. • Caregiver works with child/youth in ongoing development of life book in preparation for permanency. • Caregiver addresses developmentally appropriate daily life skills with the child/youth to include assistance with budgeting, education, self care, housing, transportation, employment, community resources, and lifelong connections.
L2	<p>Caregiver actively provides age-appropriate adult living preparation and life skills training for child/youth. For children/youth age 8 through 14 and above, training should be outlined in the written transition plan and determined through completion of a life skills assessment.</p> <p>For children/ youth whose permanency objective is adoption or guardianship, the caregiver (with direction from their agency and in accordance with the case plan), cooperates and works with team members, potential adoptive parents, therapists and specialists to ensure the child/youth achieves permanency.</p> <p>Definition:</p> <p>For children 8 and above:</p> <ul style="list-style-type: none"> • Caregiver develops and monitors daily life skills activities. <p>For children/youth 14 and above:</p> <ul style="list-style-type: none"> • Caregiver assists the youth in completing a life skills assessment and uses the results to inform daily activities that promote development of life skills to include assistance with budgeting, education, self care, housing, transportation, employment, accessing community resources and lifelong connections. • Caregiver also supports efforts to maintain family relationships where appropriate. <p>For children/youth whose permanency objective is adoption or guardianship,</p> <ul style="list-style-type: none"> • Caregiver regularly collaborates with team members to ensure child's permanency goals are met. • If the caregiver will be providing permanency for the child, the caregiver actively participates in adoption preparation activities (examples include training, support groups, mentor support, respite care).

LOR 8 Transition To Permanency and/or Living Independently as an Adult

L3

Transition to Adulthood Focus: Caregiver supports active participation of youth age 14 or above in services to facilitate the development of life skills and the transition to living independently as an adult.

Definition:

- Caregiver partners with life skills resources to ensure youth is prepared for transition to live independently as an adult.
- Caregiver provides assistance and interventions on an ongoing basis and in accordance with established transition plan to include assistance with budgeting, education, self-care, housing, transportation, employment, community resources and lifelong connections. Additionally, caregiver regularly collaborates with youth's team (i.e. caseworker, agency staff, Independent Living Specialist) to ensure a smooth transition out of care.
- Caregiver demonstrates role in preparing youth for living independently as an adult by providing concrete examples of provided intervention and youths skill acquisition.

Outline the caregiver responsibilities:.

SIGNATURES:

NAME: _____

Caregiver

DATE: _____

NAME: _____

Caregiver

DATE: _____

NAME: _____

CFS/FPS Worker

DATE: _____

NAME: _____

CPA Representative (if involved)

DATE: _____

NAME: _____

Other Participant

DATE: _____

NCR TOOL

Nebraska Caregiver Responsibilities Summary and Level of Parenting

Child's Name: _____ Child's Master Case #: _____

Today's Date: _____ Last Assessment Date: _____ Previous Score: _____

Assessment Type:

- Initial
 Request of Caregiver
 Change of Placement
 Reassessment (6 months from date of previous tool)
 Request of Agency/Department
 Permanency Plan Change
 Change of Child Circumstance

Worker Completing Tool: _____ Service Area: _____

Caregiver(s): _____

Child Placing Agency: _____ CPA Worker: _____

Select the Age Range of the Child: 0-5 6-11 12-18

Take the scores for each of the LOR categories on the Nebraska Caregiver Responsibilities tool and record them below:

LEVEL OF Responsibility (LOR)	SCORE
LOR 1: Medical/Physical Health & Well-Being	
LOR 2: Family Relationships/Cultural Identity	
LOR 3: Supervision/Structure/Behavioral & Emotional	
LOR 4: Education/Cognitive Development	
LOR 5: Socialization/Age-Appropriate Expectations	
LOR 6: Support/Nurturance/Well-Being	
LOR 7: Child Specific Training and Experience	
LOR 8: Transition To Permanency and/or Living Independently as an Adult	
TOTAL LOR SCORE	

Circle the scores for LOR 1, 3 and 7. Add these three scores together to determine the weighted score.

Weighted Score: _____

Record the Total LOR Score from page 1: _____

Using the Total LOR Score above, determine what column to reference below. Once a column has been chosen, use the weighted score to determine Level of Parenting required.

	Total Score 1-8	Total Score 9-17	Total Score 18-23	Total Score 24
Essential	Weighted score =3	Weighted score =3		
Enhanced		Weighted score =4-5	Weighted score =4- 5	
Intensive		Weighted score =6-9	Weighted score =6- 9	Weighted score =9

Level of Parenting: _____

NAME: _____

CFS Worker

NAME: _____

CFS Supervisor

DATE: _____

DATE: _____