

**441—113.15 (237) Unannounced visits.**

**113.15(1)** The department's recruitment and retention contractor shall make unannounced visits during periods of the day when the child and foster parents would normally be at home and awake, unless there has been a specific complaint about the family and care of the child.

**113.15(2)** The unannounced visit shall include, but is not limited to, assessment of the following areas:

- a.* Home environment.
- b.* Who was present at the time of the visit.
- c.* Interaction between the foster child and foster family and their children.
- d.* The foster child's perception of the foster parents, other children and adults in the home, behavioral expectations of foster parents, discipline used by foster parents, religious training, school, contact with natural parents, and purpose of placement in foster care.
- e.* The foster parents' view of the child, the child's problem, placement worker's involvement, plan for the child, involvement of natural parents, and additional services that either the foster child or foster parents need.
- f.* Any previously or currently cited deficiencies, corrective action plans and progress.
- g.* Any previous or current concerns from department workers.
- h.* Discussion of placements during the licensing year and, if none, the reason why.
- i.* Progress on completing training in the foster parents' training plan.
- j.* Awareness of the foster parents' license capacity and compliance.
- k.* Recommended action.

**113.15(3)** An unannounced visit to the foster home:

- a.* Shall be completed annually;
- b.* Shall not be waived; and
- c.* Shall not occur in conjunction with license renewal.

**113.15(4)** The findings from the unannounced visit shall be summarized on Form 470-4512, Unannounced Visit Report.

- a.* The report shall be sent to the department licensing worker and the foster parents within two weeks after the visit.
- b.* A copy of the report shall be retained in the foster parents' record.

**113.15(5)** Actions after the unannounced visit.

*a.* When deficiencies are cited that do not appear likely to cause immediate physical or mental harm to the child, an additional visit may be scheduled. The department licensing worker and the recruitment and retention contractor shall discuss the deficiencies with the foster parents and make suggestions for improving the deficiencies.

*b.* When the reported deficiencies raise questions of concern as to the quality of care provided, the recruitment and retention contractor shall:

(1) Report deficiencies to the department licensing worker and to the placement worker for each foster child currently placed in the home;

(2) Hold a meeting with the department licensing worker and the foster parents to discuss deficiencies and suggestions for improving the deficiencies and complete a written corrective action plan as to how the foster parents intend to address the deficiencies.

*c.* When the reported deficiencies appear likely to cause immediate physical or mental harm to the child, the service area manager or designee shall immediately:

(1) Direct the placement worker to determine if the child should be removed, and

(2) Direct the licensing worker to complete a review of the foster home to determine if the family should continue to be licensed, should receive a provisional license, or should have the license revoked according to 441—112.6(237).

**113.15(6)** When the foster parents refuse to make a written commitment to improve the deficiencies, the department licensing worker shall conduct a complete review of the foster home to determine if the license should be revoked according to rule 441—112.6(237).

This rule is intended to implement Iowa Code section 237.7.

[**ARC 8010B**, IAB 7/29/09, effective 10/1/09]