



New Placement Timeline

Upon placement you should receive:

- Orange Placement Folder- includes placement letter and healthcare insurance numbers
- IA worker's information- Until TPC hearing where case is transferred (new detentions only)
- Family's contact information
- Child(ren)'s medical provider's contact information

In the first week:

- Complete a comfort call- This is best practice, and a great way to start building connections with the child(ren)'s family.
- 5 Day Visit- within the first 5 days after removal there must be a visit between the child(ren) and parents
- Temporary Physical Custody Hearing- (TPC) where a judge rules if the child(ren) is in need of protective services
- Case Transfer Staffing- occurs 5-7 days after TPC, **it is most beneficial for you to attend this staffing to gain a better understanding of the reason the child(ren) came into care and goals for the parents.**
- Apply for WIC (children 5 & under)
- Apply for Childcare Assistance- This will cover up to 35 hours per week of childcare, any hours needed beyond that you will need to discuss with your Family Case Manager for reimbursement.

In the first 30 days:

- CANS rating- It is important that you discuss any behavioral/emotional/medical/educational needs with the Family Case Manager, so they are able to complete the CANS rating.

In the first 60 days:

- Schedule Medical and Dental checkups- check with Care4Kids

Things to have ready prior to placement, or quick access to:

- Car Seat
- Age-appropriate beds
- Diapers/Wipes
- Books
- A handful of outfits
- Snacks
- Toys

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