

CASEWORKER PERMANENCY PLANNING CHECKLIST (For Temporary Court Wards)

State of Michigan
Department of Human Services

When reunification has been ruled out and there are specified reasons not to terminate parental rights, this form will assist the caseworker in determining if the child's current caregiver(s) would be appropriate for permanent guardianship. Complete a separate form for each child. *The form must be signed by the caseworker and the caseworker's supervisor.*

Do not complete this form if adoption is the goal on the service plan.

Child's Name	Birthdate	Caseworker's Name
Child's SWSS Log Number		Caseworker's Title
Caregiver Name		Child Placing Agency
Caregiver Address		Date Completed

IMPORANT INFORMATION ABOUT GUARDIANSHIP ASSISTANCE.

A child is eligible for guardianship assistance if:

- Child has resided with the caregiver for six or more consecutive months.
- Child demonstrates a strong attachment to the caregiver.
- Child 14 or older has been consulted about the guardianship.
- Child is under 18 years of age.
- Reunification and adoption as permanency goals have been ruled out.
- Permanent placement through guardianship is in the child's best interest.

A caregiver who meets all of the following criteria is eligible to receive financial assistance.

- Child was placed in the caregiver's home by the department as a foster care placement.
- The caregiver is a licensed foster parent.
- The child has resided in the caregiver's home for six or more consecutive months.
- The caregiver has a strong commitment to caring permanently for the child.
- The caregiver and all adult household members have successfully completed Central Registry Clearance, a criminal history check and fingerprinting.

The DHS-3310, Guardianship Assistance Certification/Agreement Request must be completed for all prospective guardianship cases, unless the guardian is not requesting financial assistance.

COMPLETE THE FOLLOWING QUESTIONS.

a. Reunification has been ruled out because:

b. Termination has been ruled out because:

c. The caseworker has documentation in the case file to support the response to questions a and b.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
d. The caregiver demonstrates that he/she possesses the capability to assume the role of primary caregiver.	<input type="checkbox"/>	<input type="checkbox"/>

e.	The caregiver demonstrates the capability to work cooperatively with the school and other agencies to address the child's academic and other needs.	<input type="checkbox"/>	<input type="checkbox"/>
f.	The caregiver demonstrates the capacity to access appropriate medical care for the child.	<input type="checkbox"/>	<input type="checkbox"/>
g.	The caregiver demonstrates the ability to manage birth parent or relative visitations so as to ensure that the child is not subject to harm or mistreatment.	<input type="checkbox"/>	<input type="checkbox"/>
h.	The caregiver provides a safe and stable home environment that poses no dangers to the child.	<input type="checkbox"/>	<input type="checkbox"/>
i.	The caregiver demonstrates the ability to manage family issues such as illness and child-rearing problems.	<input type="checkbox"/>	<input type="checkbox"/>
j.	The caregiver demonstrates the ability to meet the special needs of the child or the child does not have special needs.	<input type="checkbox"/>	<input type="checkbox"/>
k.	The child appears well integrated into the family.	<input type="checkbox"/>	<input type="checkbox"/>

PERMANENCY PLANNING

If the caseworker answers "yes" to all of the preceding questions, permanent guardianship with assistance should be explored with the family.

The caseworker should discuss the options with the caregiver using the Caregiver Permanency Planning Checklist and "Making the Decision to Become a Child's Permanent Family" (DHS-Pub-140). This discussion and the answers on the checklist will help the caseworker determine whether the caregiver is interested in pursuing guardianship for the children in their care. The Caregiver Permanency Planning Checklist is to be used as documentation of the planning process.

It is also important to discuss current and planned living arrangements even with young children. If the child is 14 years or older, they must be consulted about permanent guardianship. The permanency goal should not be pursued for the child until the child's questions or issues have been addressed by the caseworker or through counseling. If there is a question about the youth's decision, the caseworker should also schedule a separate meeting to discuss the permanency options with the child. A youth age 14 or older is required to sign the "Youth's Statement", located at the end of the Caregiver Permanency Planning Checklist. Caseworkers are encouraged to have all children of appropriate age involved in the discussion and allowed to sign the agreement.

If any of the answers to the questions listed above are "no" and the caseworker does not believe that adoption or guardianship is appropriate, a conference should be held between the caseworker and supervisor to determine if it is in the child's best interest to remain in the current placement. The focus must be to develop a permanency plan that will ensure permanent supports and connections for the child.

The Caseworker Permanency Planning Checklist should be placed in the permanency planning section of the child's file.

Worker's Signature	Date
Supervisor's Signature	Date

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