
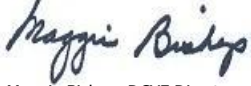


<b>1941 FOSTER FAMILY FIRE AND SAFETY</b>	
Chapter: <b>Services for Children, Youth, and Families</b>	Section: <b>Title IV-B</b>
	New Hampshire Division for Children, Youth and Families Policy Manual Policy Directive: <b>12-07</b> Effective Date: <b>September 2012</b> Scheduled Review Date:
	Approved:  Maggie Bishop, DCYF Director
Related Statute(s): <b><a href="#">RSA 170-E</a>, and <a href="#">RSA 170-G</a></b> Related Admin Rule(s): <b><a href="#">He-C 6446</a></b> Related Federal Regulation(s):	Related Form(s): <b>FORM 2110</b> Bridges' Screen(s) and Attachment(s):

**Purpose**

To define the purchased, Title IV-B service specification for Foster Family Fire and Safety.

**Definitions**

**"Foster Family Fire and Safety"** means the provision of funds for fire prevention, safety equipment, and inspection fees that will enable foster family care providers to meet fire and health inspection standards to maintain their license.

**"Service Code"** is FB.

**"Service Population"** means licensed foster family care providers who need fire and safety equipment to comply with updated local life safety codes at the time of relicensing.

**"Service Unit"** means as billed.

**Policy**

**Service Provision Guidelines**

- I. Fire and safety items (product only) that may be approved for up to 100% reimbursement include:
  - A. Fire extinguishers;
  - B. Fire ladders;
  - C. Hard-wired smoke alarms;
  - D. Carbon Monoxide detectors;
  - E. Well water tests; and
  - F. Fire inspection fees.
  
- II. The costs for permanent changes to the home may be submitted for reimbursement of up to 50% of the cost. These costs may include:
  - A. Installation of products listed in I above;
  - B. Replacement of an exit window;

- C. Solid core doors; and
  - D. Other improvements made to meet life safety requirements.
- III. Foster parents who are having a fire or health inspection to renew their license must be enrolled on NH Bridges as FB service providers.
- IV. Foster parents requesting fire and safety reimbursement that exceeds \$100.00 must obtain prior authorization from the Foster Care Specialist at State Office.

**Payment Procedures**

- I. The Resource Worker informs the foster parent(s) about the availability of these funds and obtains an itemized invoice, receipt, or estimate for the life safety items or improvements from the foster parent(s). The invoice, receipt, or estimate must include the full name, address, and signature of the foster parent(s).
- II. The Resource Worker submits fire and safety claims for less than \$100.00 directly to the Foster Care Unit at State Office for payment.
- III. The Resource Worker submits fire and safety claims in excess of \$100.00 to the Foster Care Specialist for prior approval.
- IV. The Foster Care Specialist reviews claims over \$100.00 for completeness and approves items that are specific to meeting the local fire and safety codes.
- V. The Resource Worker or Foster Care Specialist submits documentation of the approved expenses to the Provider Relations Unit.
- VI. The Provider Relations Unit adds a Service Authorization (Form 2110) for Fire and Safety.
- VII. Documentation of the request and receipts are scanned by Data Management and can be accessed electronically, as needed.