

## 1650 DIARY REQUIREMENTS FOR CHILDREN AND YOUTH IN FOSTER CARE

Chapter: **Out-of-Home Placements**

Section: **Well-Being**



New Hampshire Division for Children, Youth and Families Policy Manual

Policy Directive: **12-07**

Approved:

Effective Date: **September 2012**

Scheduled Review Date:

Handwritten signature of Maggie Bishop in black ink.

Maggie Bishop, DCYF Director

Related Statute(s): [RSA 169-B](#), [RSA 169-C](#), and [RSA 169-D](#),

Related Admin Rule(s):

Related Federal Regulation(s):

Related Form(s): **2293 and 2278**

Bridges' Screen(s) and Attachment(s):

### Purpose/Philosophy

DCYF believes that all children/youth who are in out-of-home care need to maintain connectedness with their families. Documenting daily routines, celebrations, events, medical histories, and visits with other family members provides the continuity so necessary to this time.

### Policy

- I. Each child/youth in foster care must have a diary, which contains important factual information and personal experiences.
- II. The purposes for the diary are:
  - A. To ensure that the current and subsequent caregiver(s) have access to information which is necessary for the proper care of the child(ren)/youth in foster care;
  - B. To provide children/youth in foster care and their families with a record of events in their life while in care;
  - C. To help children/youth in foster care understand who they are, where they have been, and with whom they have been; and
  - D. To help connect the child(ren)/youth's past and present life to create a stronger, more positive sense of self.
- III. The diary must be maintained by the child/youth's caregiver(s). Input may be obtained from the birth parents, CPSW/JPPPO, the child/youth in foster care, and other individuals.
- IV. When the child/youth returns home or moves to another placement, the diary must accompany the child/youth.
- V. Caregivers of children/youth over age 16 who are enrolled in the Teen Independent Living Program must complete the "Life Book Information" (Form 2293) in lieu of the "Foster Child's Diary" (Form 2278).

### Procedures

- I. The CPSW or JPPPO who places the child(ren)/youth must

- A. Provide the foster parent(s) or caregiver(s) with the "Foster Child's Diary" (Form 2278), and
  - B. Discuss the importance of record keeping for the child(ren)/youth and the purposes of the diary.
- II. The Resource Worker who licenses the foster home must review the foster parent(s)' record keeping progress and requirements for re-licensure.