



Reimbursable/Per Diem Package
For Resource Care Providers
Effective December 2018

1. THE BASE RATE:

Age	Rate	Less Clothing	Total
0 - 5	\$ 34.99	\$ 2.41	\$ 32.58
6 - 11	\$ 40.44	\$ 2.41	\$ 38.03
12+	\$ 56.08	\$ 4.05	\$ 52.03

The Base Rate is intended to cover the expenses that Resource Care Providers actually incur in providing basic care for each foster child. The Base Rate covers appropriate lodging, food and personal care items. Other predictable expenses are included here, such as, wear and tear on household furnishings, the cost of including the child in the foster family activities and the cost of adequate insurances. More specifically, the Base Rate covers:

a) Lodging:

- Appropriate sleeping, living, and dining area for the approved number and age range of children
- Adequate furnishings that meet safety standards for children, e.g. cribs, car seats, high chairs, etc.
- Required safety features for the home, e.g. smoke detectors, locked space for medication, documentation, training materials, etc.
- All lodging expenses including campsite rentals, motel costs while on vacation, furniture, bedding, towels, etc.
- Adequate property, possessions and care insurance costs to cover replacement due to accidental breakage or repairs due to normal wear and tear on furnishings, doors, windows, and walls, and floor coverings, etc.
- All household cleaning items and supplies
- Costs of extra heat, water, electricity
- Costs of maintaining telephone services to the home

b) Food:

- Food appropriate to child's age, including regular infant formula
- Food or food money for school lunches or school outings
- Money to cover cost of occasional restaurant meals for the child when out with the foster family
- Groceries and meals when away from home with the foster family

c) Personal Items:

- All personal hygiene items, e.g. shampoo, toothpaste and health supplies, over-the-counter medication, infant needs, etc.
- Medicine chest supplies, e.g. bandages, cough medicine, etc.
- Appropriate toys and recreational items for the home, e.g. play yard equipment, games, books, etc.

d) Transportation:

- Regular transportation for activities such as parent/teacher interviews, family outings, shopping and recreation.

e) Clothing Allowance:

- Clothing allowance is intended for seasonal and school needs. Initial clothing requirements or other exceptions such as growth spurts or special events require worker approval.

Age	Per Day
0-5	\$ 2.41
6-11	\$ 2.41
12+	\$ 4.05

2. EXPERIENCE:

We give recognition to the experience levels of Resource Care Providers based on years of service and the number of days a child is placed in your home.

Resource Care Provider with	\$ Per Child Per Day
1 - 2 years	\$ 0.55
2 - 3 years	\$ 1.10
3 - 4 years	\$ 1.65
4 - 5 years	\$ 1.95
5+ years	\$ 2.20

3. INCENTIVES:

BGCFS, in conjunction with foster parent representation, made a decision that incentives for placement stability, permanency and education primarily rewarded those fostering young children. The working group recommended the Agency should support foster parents who are caring for our older youth and teens in care. Starting December 2018, foster parents who provide care for youth age 12 and older will receive an increase in the per diem. BGCFS will continue to provide training incentives and a surprise incentive to all foster parents.

a) Training

Training provides an opportunity for Resource Care Providers to develop skills and knowledge critical to caring for the children in their care. This can lead to Resource Care Providers feeling competent to care for the children in their home.

Full Day Training Events (4 - 7 hours)	\$100
Half Day Training Events (2 ½ - 4 hours)	\$50
Other training 1-2 ½ hours	\$20
First Aid Completion	\$100
CPI Completion	\$200
CPI Recertification	\$100
BGCFS Support Group Attendance	\$20
Evening of Dialogue	\$20

Foster Parent Association activities and membership on conjoint committees will not be recognized for this incentive.

This incentive will be reimbursed in the last three quarters of the year. The First quarter will be incorporated into the reimbursement of the second quarter.

b) Well Water Testing

If the water supply in the Resource Care Provider home comes from a well or cistern that is not monitored by the municipality, well water checks must be done twice per year, in **April and October**. Foster parents who complete their check by April 30 and October 30 will have their names entered into a draw for a \$25 gift certificate.

c) Surprise Incentive

This incentive will change yearly and will be offered based on the annual budget of BGCFS. All incentives will be based on established research and based on factors that positively influence the child's development and future success. A one-time meeting will be called each year in September to determine the incentive for the fiscal year. Representation from foster parents, staff and leadership will be invited to the meeting.

4. INITIAL CLOTHING:

All Ages – Maximum \$200.00

When a child is admitted to care, it is the responsibility of the admitting worker, where possible, to obtain from the primary family home the entire child's current clothing and personal belongings.

After admission to a foster home, the Family Based Care worker will ensure that the Resource Care Provider and where appropriate the child, has developed an inventory of the child's clothing and has determined his/her initial clothing needs. When necessary, approval can be requested from the Resource Worker's Supervisor to purchase initial clothing to top up the child's clothing to a reasonable standard. Initial clothing purchases will be added to the child's inventory list, as well as all purchases of clothing made by the Resource Care Provider or child while the child is in their care. Receipts must be kept, for future audits. Upon replacement, the Resource Care Provider will give a copy of all clothing lists to the placement worker along with all the accumulated clothing and personal possessions.

The organization expects the Resource Care Provider to budget according to the monies provided in the Personal Care Allowance.

Special Clothing Needs

For clothing for special events, such as Graduations, Confirmation, Baptism, etc. Resource Care Providers can request an extra amount up to the equivalent of the month's clothing allowance.

NOTE: Resource Care Providers will be reimbursed for Special Clothing Needs by submitting receipts on the child's monthly reimbursable form, indicating the event for which it was purchased.

5. SPENDING ALLOWANCE:

SPENDING ALLOWANCE	
AGE	\$ PER DAY
BIRTH TO 5	\$ 0.00
6 - 11	\$ 1.00
12 - 15	\$ 1.65
16 +	\$ 1.90

Every child in care, 6 years of age and older will receive an allowance according to his/her age. The Resource Care Provider may save the money or a portion of it for the younger child; according to age appropriateness the child should be encouraged to save the money to go towards a larger item, i.e. bicycle, and /or spending it wisely on items of his/her choosing.

6. HOLIDAY GIFT ALLOWANCE:

An amount will be added to the foster caregiver November board deposit paid in December, to cover the cost of holiday gift giving.

In keeping with the child's cultural background and needs, there may be other holidays that the Resource Care Provider wishes to celebrate with gifts or special food. Examples of religious and cultural holidays include: Diwali, Hanukah, Eid-al-Fitr, and Kwanzaa. Many faiths include a tradition of gift-giving (as opposed to receiving). On these occasions, children will be supported to give gifts to people with whom they have significant relationships. Resource Care Providers will discuss holiday gifts with the child's worker based on the child's needs.

Consideration of amounts regarding ages with the following recommendations:

Age	Allowance	Spending
Birth to 5	\$ 90.00	\$ 15.00
6 - 11	\$ 90.00	\$ 30.00
12 +	\$ 120.00	\$ 60.00

7. BIRTHDAY ALLOWANCE:

Each foster home will receive an additional amount added to their board payment in the month of the child's birthday.

Birthday Allowance *	
Age	Amount
1 - 5	\$ 40.00
6 - 11	\$ 50.00
12 +	\$ 60.00

* OCBe funds may be used to support party activities to a maximum of \$ 30.00

8. REIMBURSABLES:

a) Travel

Mileage: \$0.52 per km

The organization will pay mileage to Resource Care Providers who incur mileage according to the travel procedure, rate set by the Collective Agreement.

Bus Passes: Youth needing bus passes for public transit transportation can submit receipts through their Resource Care Provider's reimbursable monthly statements labeled as an OCBe expense.

Parking: Parking costs related to frequent visits to specialized services will be reimbursed by submitting the receipts through their Resource Care Provider's reimbursable monthly claim. If the special needs of the child require ongoing treatment, a parking pass may be more economical and should be purchased. This too will be reimbursed.

b) Special Diets, Special Formulas, Special Treatment **

Only special diets and formulas as prescribed by a medical practitioner will be reimbursed.

Note: The difference in cost to regular formulas and special diet formulas may be billed with receipts and reimbursed. Treatment as directed by a medical practitioner – i.e. Special products required to meet a child's unique needs, beyond the average expectations - recurring lice infestations, severe eczema, etc. Approval from the Family Based Care worker is required.

c) Child's Personal Belongings **

Children are often admitted to care depleted of any personal toys, books, etc. In such exceptional situations, a special item may be purchased which would become the personal property of the child and move with the child. Purchases must be approved by the worker and will be reimbursed as billed with receipts.

d) Telephone **

A maximum of \$10.00 per month in long distance charges related to the foster child and his/her birth parents can be charged as a reimbursable with the receipts. The foster child is required to cover the cost from his allowance or savings for personal calls to friends. We encourage Resource Care Providers to have a \$20.00 unlimited long distance plans. Resource Care Providers and foster children are reminded to use the toll free number: 1-877-552-4453 when calling the Society.

e) Equipment or Supplies **

Required in an emergency, to accommodate the placement of a child, above the home's approved capacity but within Ministry's standards; or, outside the approved age range.

f) Theft or Damages **

Theft or damage intentionally caused by the foster child. Accidental breakage and wear and tear on furniture and bedding, walls and flooring are not included in this claim. These costs are covered by procedure RC-045 Boarding Rates & Allowances.

g) Formal Home supports **

The organization will cover the costs of additional supports that are agreed upon as part of the families' requirements to meet a child's needs.

h) Major medical supplies, prescription drugs, Regular Dental Costs **

These costs are covered by the Agency through our Kare Plan. All Resource Care Providers will receive a Card from Greenshield which will cover prescriptions and dental care.

i) Major Dental, Orthodontist **

Major Dental and/or Orthodontic work, including the consult, must be approved in advance by the Society. These costs require prior approval by the worker and supervisor/ director.

j) Diapers and Formula for children over three years of age **

Diapers and/or formula required for a child with special needs can be claimed with receipts as a reimbursable for children over the age of 3 years.

k) Alternate Care Givers –

Resource Care Providers may submit receipts, provided by the Society for alternate care giver (babysitter) costs incurred by them as a result of their involvement in the following tasks:

- BGCFS business - court, access visits, BGCFS/school conferences, appointments, etc. for the child
- Training

A description of the expense must be included in the reimbursable document

l) Life Books and Memory Boxes **

Costs related to the development of life books and/or memory boxes can, with receipts, be claimed as a reimbursable. This includes school photos. This expense is covered by the OCBe budget.

m) Other **

Other items not mentioned herein require prior discussion with the worker and approval of the worker and supervisor before the expenditure occurs.

n) Recreation **

It is expected that all children are encouraged to participate in recreational activities. These should be discussed with the worker at Plan of Care meetings. Expenses require prior approval by the worker and supervisor and will be covered in a separate document related to OCBe (Ontario Child Benefit equivalent) spending.

o) School Supplies

School supplies are paid annually to Resource Care Providers in early August, for the subsequent school year.

School Supplies	
Grades	\$ Per Year
JK & SK - 6	\$ 75.00
7 - 8	\$ 100.00
secondary	\$ 125.00

p) Per Diem Relief

The equivalent of two days of relief are included on the monthly cheque.

Age	Per Diem
0 – 5	\$ 2.12
6 – 11	\$ 2.48
12 +	\$ 3.42

Approved Extra Relief

Consideration will be given to reimbursing for extra relief paid by the Resource Care Provider directly to a caregiver, or to you if you provided extra relief to another Resource Care Provider. The amount is the base rate unless the non-shareable personal care amount.

Age	Per Diem
0 – 5	\$ 32.58
6 – 11	\$ 38.03
12 +	\$ 52.03

q) Day Care **

The costs related to Day Care will be a part of the planning meeting and will be used as a means of meeting the child needs.

r) Emergency/Receiving Rate

If a child is placed in the home on an unplanned emergency basis, then the Resource Care Provider will be paid \$15 per day, up to 30 days or until re-placement occurs. Any extension in excess of 30 days will require supervisor approval.

s) Holding Rate

If a child is placed in a youth justice facility, or the child is absent from a placement for other reasons, with a plan for the child to return to that home, then the Resource Care Provider will continue to receive the per diem rate for 14 days, after which time the space will be considered vacant and no rate paid.

If, after 14 days, it remains the plan for the child to return to the home, planning on how to support the Resource Care Provider to be active in the child's life needs to occur with the Family Based Care Worker.

**** Requires prior approval by the worker and supervisor.**