



New Jersey Department of Children and Families Policy Manual

Manual:	CP&P	Child Protection and Permanency	Effective Date: 8-22-2007
Volume:	X	Forms	
Chapter:	A	Forms	
Subchapter:	1	Forms	
Issuance:	26.23	CP&P Form 26-23, Resource Family Home Reevaluation	

Click here to view or print the CP&P Form [26-23](#).

WHEN TO USE IT

Use this form to document required information obtained during a resource family home reevaluation.

HOW TO USE IT

Complete this form in NJ SPIRIT by accessing it through the NJS Desktop > Create > Resource Work > Resource Maintenance > Select Resource.

Only complete this template outside of the NJ SPIRIT application as part of a contingency plan when the application is unavailable. However, in doing so, you are still required to create the form in NJ SPIRIT when the application becomes available.

Form instructions are also available via link on the NJS Desktop.

TIPS FOR COMPLETING THE FORM

- Prior to creating this form, be sure to update information in the NJS Resource Home record as the form prefills with information from the Resource Home Window (Basic Tab, Members Tab, Address Tab, Services Tab, Training Tab).
- Document updated CHRI and CARI information on all household members.
- Provide detailed information in all narrative text boxes.

- Carefully reevaluate the CP&P approved capacity for the home. Document required approvals when the home has children in placement which exceed the capacity level.
- Reevaluation Checklist - Use this checklist to document the resource home reevaluation tasks as they are completed
- Use the table following the checklist to document the course title and number of hours for each in-service training course completed by the primary and secondary caregiver.
- "Worker's Assessment" section is completed by the Worker for each child placed in the resource home. NJS allows for an individual Worker's Assessment to be completed and saved for each child (up to six children) in placement in the resource home.

DISTRIBUTION

Original	-	Resource home record
Copy	-	NJ SPIRIT Resource Record