



New Jersey Department of Children and Families Policy Manual

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| Manual: | CP&P | Child Protection and Permanency | Effective Date: |
| Volume: | X | Forms | |
| Chapter: | A | Forms | 4-1-2009 |
| Subchapter: | 1 | Forms | |
| Issuance: | 4.19 | CP&P Form 4-19, LO Manager Approval to Place in a Kinship Home (Prior to Joint Initial Assessment) | |

Click here to view or print the CP&P Form [4-19](#).

WHEN TO USE IT

This form documents the LO Manager's (LOM) approval for a Worker to place a child in a kinship caregiver's home when all of the following indicators are present:

- The child is being placed prior to the joint initial assessment with the Resource Family Support Worker;
- Preliminary background checks result in no criminal convictions or substantiations of child abuse/neglect; and
- The CP&P Form [22-6](#), Child Safety Assessment - Resource Homes, indicates that the child is "safe" in the home.

HOW TO USE IT

Before placing a child in the home of a kinship caregiver, the Worker completes the form and prepares it for signatures by the Supervisor and Casework Supervisor (CWS).

The CWS forwards it to the LOM for approval. Results of preliminary checks are documented and attached to the form. If placement is conducted after hours, the LO Manager may give verbal approval based on the results of preliminary checks. The Worker must submit the form for written approval to the LOM the following business day.

DISTRIBUTION

Original - Child's case record
 Copy - Resource Family Support Unit