

POLICY: JFS-2-5-13-A1

TITLE: Discipline and Restraint Policy

EFFECTIVE DATE: 1/93

AUTHORIZED BY: Board of Trustees

REVISION DATE:

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5101:2-7-09

- A. A foster caregiver shall treat each foster child with kindness, consistency, and respect.
- B. A foster caregiver shall not discriminate in providing care and supervision to foster children on the basis of race, sex, religion, or color or national origin.
- C. A foster caregiver shall provide humane, instructive discipline appropriate to the age and functioning level of a foster child.
 - 1) Disciplinary methods shall stress praise and encouragement for desired behavior rather than punishment;
 - 2) All rules and expectations made by a foster caregiver shall be explained to a foster child in a manner appropriate to the child's age and understanding during the child's initial orientation and prior to any disciplinary action for violations of such rules;
 - 3) A foster child shall not be punished for actions over which the child has no control; rather the foster child should be praised for appropriate behavior and be encouraged to exercise some influence over problematic behavior.
 - 4) A foster child shall not be punished for bed-wetting or in the course of toilet training activities; rather the foster child should be praised for appropriate behavior and be encouraged to exert influence over problematic behavior.
- D. A foster caregiver shall not subject a foster child to verbal abuse or swearing; to derogatory remarks about foster children, their families, their races, their sex, their religion, their color, or their national origin; or to threats of physical violence or removal from the family foster home.
- E. House of New Hope forbids the use of physical restraint for children or youth not pre-authorized by the child's treatment team and stated specifically in the ISP. The use of an assisted safety technique is determined on an individual basis (case-by-case) and must be pre-authorized by the treatment team, including a qualified licensed mental health professional. If authorized, foster parents may use hand holding (for redirection) and the "bear hug" if specifically trained in this technique.
 - 1) Circumstances that warrant the use of limited physical restraint must be limited to:
 - (1) For self-protection.
 - (2) For protection of the child from self-injurious behavior.
 - (3) To protect another person from a foster child's behavior.

- F. A foster caregiver should use only the least restrictive assisted safety intervention necessary to control a situation. A foster caregiver shall not use any device to prevent or restrict movement as punishment or for staff convenience.
- G. Following the use of permissible and limited physical restraint:
 - 1) All employees and foster caregivers shall immediately notify House of New Hope by telephone and/or facsimile, and prompt the completion of a "Critical Incident Report" by the foster caregiver and/or employee involved; to be submitted within 24-hours.
 - 2) Foster Caregivers shall debrief with the foster child, complete the "Assisted Safety Debriefing" form, and return said form to House of New Hope within 24 hours of the incident.
- H. The Agency prohibits the use of prone restraints. Prone restraint is defined as all items or measures used to limit or control the movement or normal functioning of any portion, or all, of an individual's body while the individual is in a face-down position for an extended period of time. Prone restraint includes physical or mechanical restraint.
- I. A foster caregiver shall not use any of the following practices for a foster child:
 - 1) Physical hitting or any type of physical punishment inflicted in any manner upon the body such as spanking, paddling, punching, shaking, biting, hair pulling, pinching, or rough handling;
 - 2) Physically strenuous work or exercises, when used as a means of discipline;
 - 3) Requiring or forcing a foster child to take an uncomfortable position, such as squatting or bending, or requiring a foster child to repeat physical movements when used as a means of discipline;
 - 4) Denial of social or recreational activities for longer than two (2) weeks for children 10 years of age and younger, or longer than one (1) month for children 11 years and older; or of lesser duration if developmentally or cognitively impaired; or if contraindicated by Individualized Service Team objectives;
 - 5) Denial of social or casework services, medical treatment, or educational services;
 - 6) Deprivation of meals;
 - 7) Denial of visitation or communication rights with the family of the foster child as a means of discipline;
 - 8) Denial of sleep;
 - 9) Denial of shelter, clothing, bedding or restroom facilities.
- J. All physical restraint is prohibited by House of New Hope with the exception of the "bear hug"; a passive restraint technique.
- K. If passive physical restraint is used, a foster caregiver will:
 - 1) Notify House of New Hope immediately following the use of the restraint
 - 2) Submit a detailed Incident Report within twenty-four hours following the use of physical restraint
- L. If passive physical restraint was used, House of New Hope will send a copy of the Incident Report to the placing agency within twenty-four hours of the receipt of the detailed written report of the use of passive physical restraint from the caregiver; a copy of the detailed incident report being placed in the foster child and foster caregiver's record.
- M. A foster caregiver should use only the least restrictive restraint necessary to control a situation. A foster caregiver shall not use any device to prevent or restrict movement as punishment or for staff convenience.
- N. Following the use of permissible and limited physical restraint, all employees and foster caregivers shall immediately notify House of New Hope by telephone and/or facsimile, and prompt the

completion of a "Critical Incident Report" by the foster caregiver and/or employee involved; to be submitted within 24-hours.

- O. Under no circumstances shall a foster caregiver use any form of chemical or mechanical restraint on a foster child.
- P. All use of physical restraints are subject to immediate review by House of New Hope Executive Director and the quality of review council. House of New Hope will conduct an annual review of all acceptable methods of physical restraint.
- Q. Any act of omission or commission by a foster caregiver or other member of the household that results in the death, injury, illness, abuse, neglect, or exploitation of a foster child shall be grounds for the denial or revocation of a foster home certificate. This may be a recommendation of the agency supervising a foster home or ODJFS.
- R. A foster child's clothing and footwear shall be clean, well fitting, seasonal and appropriate to the child's age and gender. Foster children capable of meeting their own personal hygiene needs shall be provided with adequate personal toiletry supplies appropriate to the child's age, gender, race and national origin. A foster caregiver shall provide each foster child instruction on good habits of personal care, hygiene, and grooming appropriate to the child's age, gender, race, national origin and need for training.