



SOCIALLY NECESSARY SERVICES TOOL In State Home Study (150)

Provider:		Provider's Consumer ID:	
Consumer FACTS #:		Consumer Medicaid #:	
Review Date:		Reviewer Name:	
Consumer Name:			

Purpose: The *Review Tool* is a part of an integrative review process that evaluates/assesses technical compliance and the administrative application of Socially Necessary Services (SNS) by contracted providers. The *Review Tool* is a resource utilized to further enhance the collaborative efforts of the Bureau for Children and Families (BCF), KEPRO, and the SNS provider community in the delivery of quality services. The *Review Process* is applicable to **all** SNS providers and all BCF case types.

1.	Is there a Home Study report found within the clinical record that contains all of the requirements?	3	1.5	0	
2.	Is there documentation that a Criminal Investigation Bureau Background Check (CIB) was conducted?	3	0		
3.	Is there documentation that a Child and Adult Protective Services record check was conducted?	3	0		
4.	Is there documentation that five references (with only one being a family member) were gathered?	3	0		
5.	Is there documentation of at least three (3) face-to-face interviews with the prospective family?	3	0		
6.	Do the face-to-face interviews with the perspective family include the following: <ul style="list-style-type: none"> • Individual contact with each adult applicant • One joint interview with both prospective applicants (if the family is a couple) • Individual contact with all children and other adults currently residing in the home • One interview held in the family's home? 	3	2	1	0
7.	Does the report contain the following personal information about each prospective parent: <ul style="list-style-type: none"> • Health History • Education • Extended family background • Sibling information • Motivation for pursuing certification as a foster/adoptive parent? 	3	2	1	0
8.	Does the report contain the following employment information for those within the potential home: <ul style="list-style-type: none"> • Employment status • Employer information • Occupation • Work Schedule • Date employed/date left employment 	3	2	1	0

	<ul style="list-style-type: none"> Employer's address and phone number? 				
9.	<p>Does the report contain the following related to the prospective parents:</p> <ul style="list-style-type: none"> Names Dates of birth Social security numbers Race? 	3	2	1	0
10.	<p>Does the report contain a narrative on the parenting style of the prospective family including the following:</p> <ul style="list-style-type: none"> Experiences the applicants have had with parenting Household rules Discipline and punishment techniques Family's willingness to abide by agency's policy on discipline Type of child desired? 	3	2	1	0