

FOSTER CARE HANDBOOK



REPLACES:

SECTION:  
PAGE NO.: 1  
ISSUED/REVISED:

INTENSIVE TREATMENT  
FOSTER CARE PROGRAM  
(ITFC)

SECTION: 45-301.3  
PAGE NO.: 1  
EFFECTIVE: 08-01-17

I. GENERAL

The Intensive Treatment Foster Care Program (ITFC) is designed to move children with severe emotional disorders from group homes/short term residential treatment programs (STRTP) to family-based care by providing intensive in-home therapeutic and behavior-management services. Some children may receive these services as an alternative to placement in group home/STRTP care.

A. Facilities

Approved ITFC facilities which are authorized by the state to currently provide ITFC services in Contra Costa County as well as ITFC approved facilities in other counties may be used as long as a current Memorandum of Understanding (MOU) is on file. These facilities can be found on the STARS Intranet in the CFS Approved Facilities List Tab.

B. Referral Criteria

To be referred to the ITFC program, the child must meet any one of the following general criteria:

- a. Is currently placed in a Group Home at Level 12 – 14
- b. Has successfully completed the level 12 or higher Group Home Program
- c. Is at imminent risk of placement in a Group Home at Level 12 – 14,
- d. Is at imminent risk of psychiatric hospitalization

C. Referral Process

When it has been determined that the child is to be placed in an ITFC placement, the Social Worker (SW) will find an appropriate placement, obtain and complete the proper documents and forward to the Foster Care Eligibility Worker (FC EW) for processing.

The following two forms are required as part of the ITFC Packet:

- a. SOC 158A, *'Foster Child's Data Record and AFDC-FC Certification'*
- b. SOC 154A, *'Placement Agency – Foster Family Agency Agreement'* (these contracts are generally set up for a six month period)

FOSTER CARE HANDBOOK



REPLACES:

SECTION:  
PAGE NO.: 1  
ISSUED/REVISED:

INTENSIVE TREATMENT  
FOSTER CARE PROGRAM  
(ITFC)

SECTION: 45-301.3  
PAGE NO.: 2  
EFFECTIVE: 08-01-17

D. Foster Care Eligibility Worker Responsibilities

The FC EW will:

- a. Review the ITFC forms to determine that it includes the required completed forms, that the dates listed appear correct, i.e., do not overlap with existing placements.
- b. Ensure the period covered is listed on the form

**NOTE:** Sometimes the ITFC agreement period may be for less than the normal six months

- c. Process the placement and start payments

**NOTE:** ITFC Rates are found on the FC 400, *'Foster Care and KinGAP Aid Payment Rates'*

- d. Send the FC 910, *'ITFC Agreement Notification (Speed Letter)'* to the payee with a copy to the SW. This may be used as a communication to notify the FFA prior to the expiration of the agreement and when it has expired and a new Agreement has not been received
- e. Set a tickler for one month prior to the end of the ITFC agreement period to remind the SW (with a copy to the ITFC Coordinator) when the ITFC agreement will expire, using the FC 30, *'Social Worker/Clerical Specialist/Eligibility Worker Communication Form'*
- f. When the existing ITFC agreement expires but a new SOC 154A has not been received, reduce the child's payment to the basic FFA rate in an effort to avoid overpayments.

**NOTE:** The FC EW shall not place the warrant into a *'HOLD'* status when waiting for a current SOC 154A

FOSTER CARE HANDBOOK



REPLACES:

SECTION:  
PAGE NO.: 1  
ISSUED/REVISED:

INTENSIVE TREATMENT  
FOSTER CARE PROGRAM  
(ITFC)

SECTION: 45-301.3  
PAGE NO.: 3  
EFFECTIVE: 08-01-17

II. REFERENCE

W&I Code Sections 18358-18358.37

III. FORMS

FC 30, Social Worker/Clerical Specialist/Eligibility Worker Communication Form'  
FC 400, Foster Care and KinGAP Aid Payment Rate  
FC 910, ITFC Agreement Notification (Speed Letter)