



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.	Does the report contain the following related to the prospective parents: <ul style="list-style-type: none"> • Names • Dates of birth • Social security numbers • Race? 	3	2	1	0
10.	Does the report contain a narrative on the parenting style of the prospective family including the following: <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