

EVOLVE Family Services Emergency Shelter Tip Sheet

Emergency shelter care is short-term foster care, up to 90 days, for children in need of immediate placement. Children come into care, in need of this kind of placement for the following reasons:

- *Placement disruption*
 - *Removal and no known relatives or kin at the time of placement need*
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- ❖ **Children in need of emergency shelter care have experienced recent trauma, related to:**
 - Physical or sexual abuse and/or neglect
 - Removal from birth-parents
 - Placement disruption
 - Runaway experience (i.e. limited food resources, either no shelter or “couch hopping”, etc.)
 - Sexual exploitation/trafficking
 - Separation from siblings and/or family, etc.
 - ❖ **Children in need of emergency shelter care often have high needs, due to trauma experiences. Some of these behaviors/needs include:**
 - Aggression towards adults and/or other children
 - Sexualized behaviors
 - Developmental delays
 - High medical needs
 - Self-harm behaviors and/or suicidal ideation
 - ❖ **Things to know before considering providing emergency shelter care:**
 - Limited information is available upon time of needed placement.
 - Not all behaviors are known. Behaviors that were not presented at time of placement may arise.
 - It may take some time for the child/children’s school transportation to be coordinated. In that way, the provider(s) will be responsible for transporting the child/children in care to-from school until transportation is set up. In some cases, the child/children in care will need to be re-enrolled/registered for school. This may require a provider to coordinate childcare or stay home with the child/children until school registration is complete.
 - ❖ **In determining if you are the right fit for emergency shelter care, reflect on the following:**

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- Are you flexible? Does your schedule allow for flexibility? Are you willing to receive phone calls in the middle of the night or on weekends?
- Are you comfortable with accepting a placement with limited information?
- Do you have a good understanding of the capacity and age-range limits of your license?
- Do you have a good understanding of your own capacity and limits? Which behaviors would cause you to disrupt a placement? Do you have triggers to certain experiences and/or behaviors?
- Do you have other children (children in care, birth and/or other children) within your home? How will they be impacted by children moving in and out of the home frequently? How will they be impacted by the above listed behaviors?
- Have you completed any training, specifically related to emergency shelter care or behavior de-escalation/management techniques? Are you will to complete training around this?

❖ **At the time of placement:**

- You must inform your EVOLVE Family Worker of the placement within 24 hours. If the placement occurs on a weekend, please leave a voicemail and/or send an email to your Family Worker notifying them of the placement.
 1. Include the following in your email and/or voicemail:
 - Child's name/DOB (if known)
 - Placement date
 - County Worker name/contact information (if known)
- If a placement requires a variance, for example if placement is needed for a sibling group of 2 and you only have space for 1 child per your license, you cannot take placement of a child/children until your EVOLVE Family Worker has approved a variance.
- Consult with your Family Worker, when possible, regarding taking placement. You may also utilize the on-call phone 651-323-3803 to consult with an EVOLVE Foster Care staff.

❖ **Emergency Notification Procedure:**

- A child runs away from your home:
 1. Contact the non-emergency law enforcement number for the city, in which you reside and indicate that you need to file a runaway child report. Make sure you ask for the report/case number.
 - Saint Paul - 651-291-1111
 - Minneapolis – 311
 2. After you have contacted law enforcement and reported the child as a runaway contact Ramsey County at 651-266-4500 to inform the County that the child has runaway from your home and provide them with the report/case number.

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3. Inform your Family Worker. If afterhours, please call the on-call phone at 651-323-3803.
- A child is experiencing a mental health related crisis and/or significant behaviors:
 1. Contact Ramsey County Children's Mental Health Crisis 651-266-7878. A Worker will provide you with support and is available to come to your home, in attempt to deescalate the child and/or situation. This resource can assist in developing safety plans, providing additional resources, etc.
 2. Contact your Family Worker for additional support, if needed.
 - You get to the point where you feel as though you can no longer provide care to the child/children:
 1. If during business hours, consult with your Family Worker.
 2. If not during business hours, call the on-call phone 651-323-3803 to consult with a Foster Care staff.
 3. Utilize Ramsey County Children's Mental Health Crisis (if appropriate), 651-266-7878 in attempts to develop a plan and obtain the necessary resources to feel confident in continuing to care for the child/children.
 4. If following consult, you confirm that you can no longer provide care to the child/children contact 651-266-4500 (afterhours) and inform Worker that you are requesting a new placement for the child/children within your home.
 - If during business hours, contact the assigned County Worker. If you are unable to contact the County Worker during business hours, you may contact the intake line at 651-266-4500
 5. When the child is moved from your home, inform your Family Worker within 24 hours. If during a weekend, email or leave a voicemail with the placement end date.

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