

<b>CFS</b> Child & Family Services <b>Operations          Manual</b>	<input type="checkbox"/> Program Information <input checked="" type="checkbox"/> Procedure <input checked="" type="checkbox"/> Policy
	Document Title: <u>Impaired Parent Policy</u>
	Content Area: _____
	Policy Council Approval Date: <u>8/20/20</u> Board Approval Date: <u>8/23/20</u> Issue Date: <u>6/22/11</u>
	Other Rec/App. Required: _____ Reviewed on: <u>8/19/20</u>
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Key Word1: <u>Impaired</u> Key Word2: <u>Parent</u>	
Related Documents: _____	

**Policy on The Release of Enrolled Children to Parents/Persons Who are Visibly Impaired.  
 (Impairment may be a result of possible drugs and/or alcohol misuse or other reasons).**

A child's safety is a primary concern to KVCAP Child & Family Services (C&FS), and the primary intent of this policy is to ensure a child's safe trip home from the C&FS or Partner Program. In addition, KVCAP C&FS will offer support, information, and referral for substance misuse services and/or crisis intervention services as required or requested from the parent.

The KVCAP C&FS program and its partners are committed to promoting and contributing to the well-being of the child by providing high quality care and developmentally appropriate activities for children in a safe, supportive environment. This concern extends through the release of the child to her/his parent, guardian, or a person whom the parent/guardian has approved to transport the child at the end of each day. Therefore, for the protection of the children, the following procedures have been developed regarding the release of children to parents/persons who are visibly impaired and who may not be able to care for and or transport child safely.

**Procedures:**

- A. Parents and Guardians: If a parent/guardian arrives to pick up her/his child and exhibits behavior such as slurred or incoherent speech, difficulty walking, or other unusual behaviors that in the judgment of the C&FS staff member/partner may indicate possible misuse of drugs and/or alcohol, or any other reason, C&FS/partner will take the following action:
1. Staff/partner will immediately refer this situation to the site's assigned Leader.
  2. Staff/partner will not release the child to someone suspected of being under the influence of an altering substance or impaired in any other way.
  3. The Site/Partner Leader will request to speak to the person privately in order to discuss the suspected impairment and the Impaired Parent Policy.
  4. If the Site/Partner Leader discovers the concerns to be unfounded, the Site/Partner Leader will explain the policy and program's philosophy concerning the health and safety of families and their children.
  5. Should the Site/Partner Leader determine that the parent/authorized person might be impaired, for whatever reason, they will request that the emergency contact numbers be utilized so that both parent and child can return safely home. Staff/partner will remain with the family until alternate transportation and caregiver for child(ren) arrives.

6. Unrestricted funds may be used to cover transportation costs for family, friends or cab fare.
  7. If the parent/authorized person refuses to locate another means of transportation and/or care, the Site/Partner Leader will notify this person that the local police department will be notified at once so that they can determine whether or not the parent is impaired. If the person leaves the center by vehicle, with or without the child, the Site/Partner Leader will call the police, giving them the make of the vehicle, the license number and the child's home address.
  8. 7a. If the above occurs, staff/partner will contact his/her supervisor/coach-coordinator immediately to discuss follow-up steps and file a report to Child Protection Services.
  9. The Supervisor/coach-coordinator will contact a Director within 24 hours of the incident to insure that management is aware of the incident.
  10. A meeting will be scheduled to discuss the incident with the family within 2 working days.
- B. Persons with Parent/Guardian Permission to Transport the Child: If a person other than the child's parent/guardian arrives to pick up the child and exhibits the behaviors described above, Child & Family Services staff/partner **will not** release the child and will immediately contact the parent/guardian to provide for alternative transportation and care for the child.

I, \_\_\_\_\_ (print name of parent/guardian) have reviewed this policy and agree not to pick up my child under the influence of any substances and understand that police and Child Protection Services may be called if I am suspected of such. I also understand that staff may take necessary steps if myself or someone else arrives to pick up my child and appears to be impaired in any way.

Parent/Guardian Signature

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

Witness Signature

\_\_\_\_\_ Date \_\_\_\_\_

Related Policies:

KVCAP Workplace Violence Prevention Policy (Peaceable Workplace)

C&FS Suspected Child Abuse and Neglect Policy