

CHECKLIST

KINSHIP FOSTER FAMILY

MISE À JOUR : 2022-12-05

INFORMATION FOR APPLICANTS AS A KINSHIP FOSTER FAMILY (PFAP)

Please find enclosed documents to be completed and signed within a maximum of 30 days in order to allow us to quickly evaluate your environment. Once your file is complete, we will forward it to the people responsible for the evaluation. Please note that all persons who take in children entrusted to them by the YPD have the obligation to collaborate in the evaluation process according to the directives of the Minister of Health and in order to ensure compliance with the clinical orientation for the placement of the entrusted children. If the evaluation of your environment is under the responsibility of an institution other than Estrie, the officials of this other institution will contact you for this component.

Until your evaluation has been completed and you receive certification, you will receive a base fee of \$28.97 per day for each child in your care. Payment is made by direct deposit in your account on the 15th of each month.

In addition, each month, you will receive an attendance calendar from that you must fill out and return to the address indicated on it. The calendar must be returned by the 5th of each month. For example, the calendar for May 1 to 31, 2022, must be completed and returned to us by June 5 by mail or email so that we can issue your payment on June 15. Failure to do so may result in the suspension of your payments by the financial services branch until the missing calendars have been turned in.

In addition to the basic PFAP fee, you may also be eligible for the Children's Special Allowances (CSA) from the federal government to cover expenses related to the needs of the child in your care. To apply, you must follow the steps on this web page: <https://www.canada.ca/en/revenue-agency/services/child-family-benefits/childrens-special-allowances-fact-sheet.html>. You may ask for assistance from the child's caseworker in this process. CSA payments are available up to the time of your accreditation as a kinship foster family (PFAP). If you are granted PFAP status, the institution might adjust your payments to cover expenses related to the child's needs subsequent to termination of the CSA.

Please note that if the PFAP receives the federal child allowance, the biological parents will automatically be deprived of this amount. Parents will, however, continue to receive provincial allowances.

Since you are a PFAP and eligible for CSA, there are no reimbursable expenses for transportation, clothing, daycare, school supplies, or other items. Special and exceptional cases must be approved by the appropriate managers, if CSA is not sufficient to meet the child's urgent need.

If you obtain a judgment for guardianship or adoption, you must notify the contract management team by email of this judgment and its effective date: contratsri-rtf-cje.ciusse-chus@ssss.gouv.qc.ca. You can also enter it as a comment in the billing calendar. Note that a guardianship or private adoption (superior court) judgment is not subsidized.

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