



# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF SOCIAL SERVICES

**DATE:** October 11, 2017

**TO:** Licensed Child Placing Agencies

**FROM:** Robin Ely, Licensing Administrator, Child Welfare Unit  
Division of Licensing- Children's Programs

**SUBJECT:** Code of Ethics and Mutual Responsibilities and Normalcy

This notice serves to inform licensed child placing agencies that the Code of Ethics and Mutual Responsibilities form, for foster homes and residential facilities, has been updated. The form was updated to incorporate provisions for normalcy for children in foster care. The new forms have been posted on Virginia Department of Social Services website and can be found at:  
[http://www.dss.virginia.gov/files/division/licensing/lcpa/intro\\_page/current\\_providers/forms/all\\_other/032-04-0028-00-eng.pdf](http://www.dss.virginia.gov/files/division/licensing/lcpa/intro_page/current_providers/forms/all_other/032-04-0028-00-eng.pdf).

Additionally, CWSE3030: Normalcy for Youth in Foster Care, an e-learning course, can be accessed through the Virginia Department of Social Services website for staff, foster parents and congregate care providers. The course is also available at:

[http://www.dss.virginia.gov/family/fc/CWSE3030/story\\_html5.html](http://www.dss.virginia.gov/family/fc/CWSE3030/story_html5.html).

Foster parents and congregate care providers have an important role in the decision for a child or youth's participation in social, extracurricular, and recreational activities to promote a more normal life experience for children and youth in foster care. This course addresses how foster parents and congregate care providers can make child-specific decisions about participation in activities by applying the Reasonable and Prudent Parent Standard.

Please contact your licensing inspector if you have any questions.