

If you are dealing with any of the following situations in red, contact 911, your local emergency room, a medical professional, the child's therapist, crisis stabilization, etc. **BEFORE** contacting your child's worker. Once help is obtained, contact your child's worker. If you are unable to reach the child's worker, please contact the worker's supervisor.

- The child is causing harm to themselves or others or is making serious threats to harm themselves or others
- The child is in need of emergency medical care
- The child is displaying behaviors that require immediate assistance
- The child runs away
- The child is injured (more than minor bruises/scrapes) and requires immediate medical attention

If you are dealing with any of the following situations, contact your child's worker immediately. If you are unable to reach the child's worker, please contact the worker's supervisor.

- As a foster parent, you feel you are no longer able to meet the child's need without support

If you are dealing with any of the following situations in blue, please call the appropriate worker listed below. You can expect a response the same day as your call and the worker will provide a time frame as to when the request will be completed. The request is usually completed within 48 hours.

- For questions regarding the foster child's behavior, call the child's worker.
- For questions regarding non-emergency medical care, counseling services, assistance with clothing or other personal items, call the child's worker.
- For questions regarding day care services, call your foster care or agency worker.
- If future respite is needed, call your foster care or agency worker.

If you are dealing with any of the following situations in green, please call the appropriate worker listed below. You can expect a response within two to three business days.

- For general questions regarding the status of the case, visitation, court hearings, out of town travel, etc., contact the child's worker.
- For questions regarding training, contact your foster care or agency worker.
- For questions regarding travel claims, contact your foster care or agency worker.
- For questions regarding babysitting or informal care, contact your foster care or agency worker.
- For questions regarding monthly foster care reimbursement, contact your foster care or agency worker.

## Foster Parent Emergency CONTACT Guide

This guide is designed to help you determine what you should do in potential situations that may arise while foster children are placed in your home. However, this list is not all inclusive or absolute. As foster parents, you should always ensure the safety of the child as well as others, first and foremost. If you find yourself in an emergency situation and are unable to reach the child's worker or supervisor, please contact your assigned foster care worker or supervisor.

Name of Child: \_\_\_\_\_  
Child's Worker: \_\_\_\_\_ Office Phone: \_\_\_\_\_  
\*Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Office Phone: \_\_\_\_\_  
\*Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
District Director: \_\_\_\_\_ Office Phone: \_\_\_\_\_  
\*Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
County On-call Number: \_\_\_\_\_

Name of Child: \_\_\_\_\_  
Child's Worker: \_\_\_\_\_ Office Phone: \_\_\_\_\_  
\*Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Office Phone: \_\_\_\_\_  
\*Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
District Director: \_\_\_\_\_ Office Phone: \_\_\_\_\_  
\*Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
County On-call Number: \_\_\_\_\_

Name of Child: \_\_\_\_\_  
Child's Worker: \_\_\_\_\_ Office Phone: \_\_\_\_\_  
\*Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Office Phone: \_\_\_\_\_  
\*Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
District Director: \_\_\_\_\_ Office Phone: \_\_\_\_\_  
\*Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
County On-call Number: \_\_\_\_\_

Foster Care/Agency Worker: \_\_\_\_\_  
Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
\*Email: \_\_\_\_\_  
Foster Care/Agency Supervisor: \_\_\_\_\_  
Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
\*Email: \_\_\_\_\_  
Field Manager/Agency Director: \_\_\_\_\_  
Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
\*Email: \_\_\_\_\_

Foster Care/Agency Worker: \_\_\_\_\_  
Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
\*Email: \_\_\_\_\_  
Foster Care/Agency Supervisor: \_\_\_\_\_  
Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
\*Email: \_\_\_\_\_  
Field Manager/Agency Director: \_\_\_\_\_  
Office Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
\*Email: \_\_\_\_\_

***\*Do not send case- or time-sensitive information via email or text.***