

Reporting Requirements for COVID-19 Diagnoses in Custodial Youth, Foster Homes, and Congregate Care Facilities August 20, 2020

In addition to ensuring the medical care of youth in DCS custody, we have an obligation to monitor the incidence of COVID-19 infections in our youth and those who are caring for them. The reporting structure and mechanisms that were put in place at the onset of the pandemic have now been modified as outlined below.

Custodial Youth in a DCS Foster Home

1. Upon being informed that a custodial youth has been diagnosed* with COVID-19, the child's Family Service Worker (FSW) or Team Leader (TL) must follow this link and complete the Formstack:
https://stateofennessee.formstack.com/forms/covid19_reporting_for_foster_youth_in_a_foster_home_setting
 - The DCS Regional Nurse must be notified by the child's FSW or TL as soon as possible to initiate contact and monitor the youth's health.
 - Birth parent(s)/guardian must be notified - if applicable and possible - of the infection, and documentation of that notification must be entered into TFACTS.

2. Upon being informed that a person living in a DCS foster home has been diagnosed* with COVID-19, the child's FSW or the foster home's Foster Home Support Worker must follow this link and complete this Formstack:
https://stateofennessee.formstack.com/forms/covid_19_reporting_for_foster_parents
 - Birth parent(s)/guardian of all foster youth in the home must be notified - if applicable and possible - about the exposure to COVID-19 and plans for testing and/or monitoring. That notification should be documented in TFACTS, without specifying the identity of the COVID-19 positive individual.
 - The DCS Regional Nurse for the foster child(ren) must be notified by the FSW or Foster Home Support Worker to monitor the foster parent(s)' ability to care for foster youth in the home.

*Diagnosed = via testing (not antibody testing) *OR* via clinical diagnosis made by a medical professional

Changes from prior reporting requirements:

- Eliminates requirement to report if anyone in the foster home, including the custodial youth, is tested; requires reporting only if results are positive.
- Exceptions:
 - DCS Regional Nurse must be notified of possible COVID-19 infection prior to test result availability for:
 - Child with Special Health Care Needs (aka medically fragile)
 - Child hospitalized with any symptoms concerning for COVID-19
- No further need to submit spreadsheets. Spreadsheets may be maintained regionally if desired.

Custodial Youth in a Private Provider Foster Home

1. Upon being informed that a custodial youth has been diagnosed* with COVID-19, within 4 hours the Private Provider Agency designee must follow this link and complete the Formstack:
https://stateofennessee.formstack.com/forms/covid19_reporting_for_foster_youth_in_a_foster_home_setting
 - The Private Provider Agency must notify the child's FSW or TL of the positive result.

- The DCS Regional Nurse must be notified by the child's FSW or TL as soon as possible to initiate contact and monitor the youth's health.
 - Birth parent(s)/guardian must be notified - if applicable and possible - of the infection, and documentation of that notification must be entered into TFACTS.
2. Upon being informed that a person living in a Private Provider foster home has been diagnosed* with COVID-19, the Private Provider Agency designee must follow this link and complete this Formstack:
https://stateofennessee.formstack.com/forms/covid_19_reporting_for_foster_parents
- The Private Provider Agency must notify the FSW or TL of all foster children in the home about the positive result.
 - Birth parent(s)/guardian of all foster youth in the home must be notified - if applicable and possible - about the exposure to COVID-19 and plans for testing and/or monitoring. That notification should be documented in TFACTS, without specifying the identity of the COVID-19 positive individual.
 - The FSW or TL for all foster children in the home must notify the DCS Regional Nurse to monitor the foster parent(s)' ability to care for foster youth in the home.

*Diagnosed = via testing (not antibody testing) *OR* via clinical diagnosis made by a medical professional

Changes from prior reporting requirements:

- Eliminates requirement to report if anyone in the foster home, including the custodial youth, is tested; requires reporting only if results are positive.
- Exceptions:
 - DCS Regional Nurse must be notified of possible COVID-19 infection prior to test result availability for:
 - Child with Special Health Care Needs (aka medically fragile)
 - Child hospitalized with any symptoms concerning for COVID-19

Congregate Care Facilities

1. Aggregate data collection on testing and positives of custodial youth and staff: A designated person at each congregate care facility will complete this Formstack by 5 pm daily:
https://stateofennessee.formstack.com/forms/covid19_reporting_for_congregate_care_providers
2. Custodial youth data collection: The provider will notify Camille Legins, Dr Deborah Lowen, and Mary Katherine Fortner within 4 hours after learning that any youth has been diagnosed with COVID-19. Mary Katherine Fortner and Camille Legins will continue to work with the congregate care facility to obtain the names, dates, and test results of the affected youth.