

PA26-AC-05

DATE: May 19, 2026

TO: Children's Division and Foster Care Case Management

FROM: Sara Smith, Children's Division Director

SUBJECT: Treatment Foster Care Respite

OVERVIEW:

This Practice Alert serves as a reminder for Children's Division Case Managers and Foster Care Contracted Case Managers that Treatment Foster Care (TFC) Respite should be provided by another trained Level B Resource Parent, Level B Respite Care Provider, or a TFC level provider.

TFC resource parents must be provided with forty-eight hours of respite care each month. Respite care for TFC children is included in the contractor's TFC daily rate. The respite provider shall meet at least the minimum licensing requirements of an elevated needs respite provider approval including completion of traditional respite training and an additional 8 hours of specialized training for elevated needs respite.

TFC resource providers should be in communication with the TFC Specialist to coordinate the appropriate level of TFC Respite to ensure the special needs and additional support and supervision of the TFC youth are met. The TFC Agency is responsible for payment of TFC respite for TFC youth enrolled in their program. However, if the appropriate level respite provider is not used for approved TFC youth, this could cause payment issues as the respite provider is ineligible to provide that level of care.

For questions or concerns, please contact:

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This Practice Alert remains effective unless the current policy has been rescinded or revised with contradictory guidance.

CHILD WELFARE MANUAL POLICY AND COLLATERAL DOCUMENTATION:

[CWM 4.2.4 Levels of Care \(Elevated Needs, Medical, and Treatment Foster Care\) Placement](#)

Treatment Foster Care Contract- 3.12.16-Service Delivery