

<b>CFS</b> Child & Family Services <b>Operations          Manual</b>	<input type="checkbox"/> Program Information <input checked="" type="checkbox"/> Procedure <input checked="" type="checkbox"/> Policy
	Document Title: <u>Impaired Parent Policy</u>
	Content Area: _____
	Policy Council Approval Date: <u>7/9/24</u> Board Approval Date: <u>8/28/24</u> Issue Date: <u>6/22/11</u>
	Other Rec/App. Required: _____      Reviewed on: <u>6/28/24</u>
	Regulatory References: _____
	Key Word1: <u>Impaired</u> Key Word2: <u>Parent</u>
	Related Documents: C&FS Suspected Child Abuse and Neglect Policy, KVCAP Workplace Violence Prevention Policy (Peaceable Workplace)

**Policy on The Release of Enrolled Children to Parents/Persons Who are Visibly Impaired**  
**(Impairment may be a result of possible drugs and/or alcohol misuse or other reasons)**

A child's safety is a primary concern to KVCAP Child & Family Services (C&FS), and the primary intent of this policy is to ensure children are leaving C&FS program or Partner locations safely.

**Procedures:**

- A. Parents and Guardians: If a parent/guardian arrives to pick up her/his child and exhibits behavior such as slurred or incoherent speech, difficulty walking, or other unusual behaviors that in the judgment of the C&FS staff member/partner may indicate possible misuse of drugs and/or alcohol, or any other reason, C&FS staff/partner will take the following action:
1. Staff/partner will immediately refer this situation to the site's assigned supervisor.
  2. The site staff/partner/supervisor will request to speak to the person in order to discuss the suspected impairment and the Impaired Parent Policy confidentially. If the staff member has any concerns regarding safety, they will be aware of their surroundings and assure another staff member is also present. Staff will call the local police department if needed.
  3. Should the site staff/partner supervisor suspect that the parent/authorized person might be impaired, for whatever reason, they will request that the emergency contact numbers be utilized to identify alternate transportation. Staff/partner will remain with the family until alternate transportation and caregiver for child(ren) arrives.
  4. Unrestricted funds may be used to cover transportation costs for family, friends or cab fare.
  5. If the parent/authorized person refuses to locate another means of transportation and/or care, and leaves with or without the child, the site staff/partner/supervisor will notify this person that the local police department will be notified at once, giving them the make of the vehicle, the license number and the child's home address.
  6. For any situations that occur, staff/partner/supervisor will contact their Director and the Family Engagement Manager immediately to discuss the situation and any follow-up needed. In addition, staff will refer to the Suspected Child Abuse & Neglect Policy to determine next steps.
  7. A meeting will be scheduled to discuss the incident with the family within 2 working days.
- B. Persons with Parent/Guardian Permission to Transport the Child: If a person other than the child's parent/guardian arrives to pick up the child and exhibits the behaviors described above, Child & Family Services staff/partner **will not** release the child and will immediately contact the parent/guardian to provide for alternative transportation and care for the child.

I, \_\_\_\_\_(print name of parent/guardian) have reviewed this policy and agree not to pick up my child under the influence of any substances and understand that police and Child Protection Services may be called if I am suspected of such. I also understand that staff may take necessary steps if myself or someone else arrives to pick up my child and appears to be impaired in any way. It is my responsibility to ensure all people on my child's pickup list are aware of this policy.

Parent/Guardian Signature

\_\_\_\_\_

Date\_\_\_\_\_

\_\_\_\_\_

Date\_\_\_\_\_

Witness Signature

\_\_\_\_\_

Date\_\_\_\_\_

Child(ren)'s name(s):\_\_\_\_\_