

Notice of Conditions of Registration (Voluntary Out-of-Home Care)

Issued under clause 73 of the Children and Young Persons (Care and Protection) Regulation 2012

CASPA Services Ltd

ABN: 78 263 985 795

Date of notice: 19 December 2019

In addition to the general conditions of registration under Schedule 4 of the Children and Young Persons (Care and Protection) Regulation 2012, the Children's Guardian has imposed the following conditions on the agency's registration.

Condition 1

This designated agency must comply with the *Statutory procedures: Voluntary out-of-home care in NSW*, issued by the Children's Guardian.

Condition 2

This designated agency may provide and arrange voluntary out-of-home care, but not supervise voluntary out-of-home care provided by another agency.

Condition 3

This designated agency may only arrange for another organisation to provide voluntary out-of-home care if the organisation is a designated or registered agency.

Condition 4

Before engaging a person to provide direct services to children and young people, this designated agency must verify the WWCC clearance or application for such a person in child related work or in a child related role. This includes persons providing services to children as a carer or respite carer. The agency must comply with the requirements set out in the *Child Protection (Working with Children) Act 2012*.

Condition 5

This designated agency must maintain records of practice relevant to the safety, welfare and well-being of children and young persons for whom the agency provides



or arranges a voluntary out-of-home care placement. These records must be made available to the Children's Guardian for inspection upon request, in written form or an electronic format approved by the Children's Guardian.

Condition 6

Where this designated agency provides placement/s or is identified as the Principal Care Agency providing care to a child or young person who has been in voluntary out-of-home care for more than a total of 90 days in a 12 month period, the designated agency must make available records pertaining to the arrangement of supervision, and planning for the needs of that child or young person to the Children's Guardian, upon request.

Condition 7

This designated agency must comply with the voluntary out-of-home care monitoring program as determined by the Children's Guardian.

Condition 8

This designated agency must comply with any other relevant NSW or Commonwealth laws.

Condition 9

Where this designated agency intends to provide care to a child or young person who has been in voluntary out-of-home care for more than a total of 180 days in a 12 month period, the agency must submit a Case Planning policy to the VOOHC Monitoring Team before the child or young person has been in VOOHC for 180 days.

Giving false or misleading information to the Children's Guardian is a serious offence.

The Children's Guardian may cancel the agency's registration if it fails to comply with any of these conditions.

The Children's Guardian may publish details of failure to comply with conditions of registration in the Children's Guardian's Annual Report to Parliament.

A decision of the Children's Guardian to impose, not impose, vary or revoke a condition of registration is reviewable by the NSW Civil and Administrative Tribunal (NCAT), under clause 7 of the Children and Young Persons (Care and Protection) Regulation 2012, following an internal review by the Children's Guardian. Further information about NCAT and internal reviews may be obtained from NCAT (ph: 1300 006 228).