

Notice of Conditions of Accreditation as a Designated Agency



Issued under Clause 65 of the Children and Young Persons (Care and Protection) Regulation 2012

Trustees of the Roman Catholic Church for the Diocese of Wollongong as Trustee for Catholic Family Welfare Services trading as CatholicCare (Wollongong)

ABN 25 175 058 859

Date of notice: 2 March 2018

This *Notice* supersedes the *Notice of Conditions of Accreditation as a Designated Agency*, issued on 31 October 2016 to Catholic Family Welfare Services as the social services division of the Trustees of the Roman Catholic Church for the Diocese of Wollongong.

In addition to the general conditions of accreditation in Schedule 3 of the *Children and Young Persons (Care and Protection) Regulation 2012*, the Children's Guardian has imposed the following conditions on the agency's accreditation.

Condition 1

This agency may provide:

- statutory out-of-home care (foster care)
- supported out-of-home care (home based care)

Condition 2

This agency must verify online the Working with Children Check clearance, or in the absence of a clearance, an application for:

- each staff member in child-related work or in a child-related role
- each volunteer in child-related work or in a child-related role
- each authorised carer
- each adult residing with an authorised carer
- the agency's Principal Officer and
- each member of the agency's governing body

before commencing employment or engagement.

Condition 3

The Principal Officer of this agency is required to notify the Children's Guardian in writing when the agency receives an allegation of sexual misconduct or serious physical assault towards a child or young person in statutory out-of-home care, committed by a child-related worker (inclusive of employees, authorised carers, adult household members and board members).

Condition 4

This agency may provide, arrange and supervise voluntary out-of-home care.

Condition 5

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

Condition 6

Before engaging a person to provide direct services to children and young people, this agency must verify the Working with Children Check (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. This agency must comply with the requirements set out in the *Child Protection (Working with Children) Act 2012*.

Condition 7

Where this 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 agency must make available records pertaining to the supervision and planning for the needs of that child or young person to the Children's Guardian, upon request.

Condition 8

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

Condition 9

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

Condition 10

This agency must comply with the Statutory Procedures for Voluntary Out-of-Home Care, issued by the Children's Guardian.

Condition 11

This agency must maintain records of practice *relevant* to the safety, welfare and well-being of children and young persons placed with it. 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 12

This agency must comply with the guidelines for the emergency authorisation of staff and contractors, issued by the Children's Guardian.

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

The Children's Guardian may suspend, shorten or cancel the agency's accreditation if it fails to comply with any of these conditions.

The Children's Guardian may publish details of failure to comply with conditions of accreditation 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 accreditation 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 (tel: 1300 006 228).

The Children's Guardian has provided a copy of this *Notice* to Community Services and Ageing, Disability and Home Care from the NSW Department of Family and Community Services and to the NSW Ombudsman.

Janet Schorer
Children's Guardian