



Permanency Support Program

Emergency and Temporary OOHC Arrangements

The following arrangements may only be used in emergency or temporary situations where a preferred foster or relative/kin care, Intensive Therapeutic Care (ITC) or contracted residential placement is not yet available.

Emergency authorisation of staff or contractors to provide short-term care

In an emergency, an agency may authorise a staff member or a contractor to provide care to a child under clause [31B](#) of the Children and Young Persons (Care and Protection) Regulation 2012¹. Regardless of the type of accommodation, arrangements where care and supervision for children and young people is provided by staff authorised under clause 31B are considered to be ACAs and must be notified to DCJ and the Office of the Children’s Guardian (OCG).

	Alternative Care Arrangement (ACA)	Individual Placement Arrangement (IPA)	Short Term Emergency Placement (STEP)	Interim Care Model (ICM)
Quick Overview	<ul style="list-style-type: none"> Temporary accommodation (e.g. hotel, motel), and/or Direct care provided by staff from a non-designated agency (not accredited for residential care by the Office of the Children’s Guardian [OCG]) 	<ul style="list-style-type: none"> Home-like accommodation (e.g. house, unit, serviced apartment) Direct care is predominately provided by staff from a residential care accredited agency <p><i>Note: formerly known as “Out of Guidelines” arrangements</i></p>	<ul style="list-style-type: none"> 1:1 (child to care worker) placement Home-like accommodation (e.g. house, unit, serviced apartment) Direct care is predominately provided by staff from a residential care accredited agency Up to 12 weeks duration (extension possible in exceptional circumstances) 	<ul style="list-style-type: none"> Group, 4 bed model shared with other children/young people Home-like accommodation (e.g. house, unit, serviced apartment) House manager and direct care staff provided by staff from a residential care accredited agency Up to 3 months duration (extension possible if required)
Definition	An ACA is an emergency and temporary fee-for-service arrangement for a child in, or entering, statutory or supported out-of-home care (OOHC) after every effort has been made to place them with relatives/kin, a foster carer, or contracted OOHC placement (e.g. accredited PSP provider).	Temporary fee-for-service emergency accommodation arrangements based on the individual needs of the child or young person. It should only be used after every effort has been made to place the child or young person in a contracted OOHC placement (e.g. accredited PSP provider).	1:1 emergency accommodation and support model for children and young people with high and complex needs that are in, or at risk of, imminent entry into an ACA or IPA. STEP should be explored as an option after every effort has been made to place the child or young person with relatives/kin, a foster	Short term group-home placement (up to 3 months) for children and young people with low and medium needs that are in or at risk of imminent entry into an ACA or IPA. ICM should be considered when every effort has been made to place them with relatives/kin, a foster carer, or contracted OOHC

¹ Clause 31B of the Children and Young Persons (Care and Protection) Regulation 2012 allows for a designated agency to authorise an employee of the designated agency or a contractor from an external agency to provide emergency care to children and young people in statutory out of home care. This includes staff or contractors employed by external agencies such as non-designated agencies, agencies providing non-placement support services or casual staff employed by staffing agencies.



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Accommodation	<p>ACAs are where the child/young person is:</p> <ul style="list-style-type: none"> • Cared for in a hotel, motel or other temporary accommodation that can be terminated at short notice AND/OR • Directly cared for and supervised by sub-contracted staff from a non-designated agency authorised to provide care under clause 31B of the Care Regulation <p>An arrangement is not considered ACA if:</p> <ul style="list-style-type: none"> • The child is in temporary accommodation for respite for less than 21 days and has a primary placement to return to • The child is in temporary accommodation for less than 21 days while a reportable allegation is investigated • The child is adequately supervised in temporary accommodation, away from their ITC placement, for 14 days or less. 	<p>An IPA is an emergency bespoke arrangement where:</p> <ul style="list-style-type: none"> • the accommodation is stable and 'home-like' (i.e. not in a hotel/motel, caravan park, etc) AND • direct care of the child or young person is predominately provided by staff from a residential care accredited agency. <i>Please see 'Agency Accreditation and authorisation of Staff' for further detail.</i> <p>An arrangement is not considered IPA if:</p> <ul style="list-style-type: none"> • The child is in temporary accommodation for respite for less than 21 days and has a primary placement to return to • The child is in temporary accommodation for less than 21 days while a reportable allegation is investigated • The child is in temporary accommodation, away from their ITC placement, for 14 days or less. 	<p>carer, or contracted OOHC placement (e.g. accredited PSP provider).</p> <p>Eligibility:</p> <ul style="list-style-type: none"> • High or complex needs • Aged 12-17 years <p>Referral to occur when less-intensive placement options have been exhausted.</p> <p><i>NB: STEP providers are managed by a Panel Deed and have been assessed through a tender process. Only STEP agencies can deliver a STEP placement.</i></p>	<p>placement (e.g. accredited PSP provider).</p> <p>Eligibility:</p> <ul style="list-style-type: none"> • Low/medium needs • Aged 9-14 years <p>All less-intensive placement options exhausted</p> <p><i>NB: ICM providers are managed by a Panel Deed and have been assessed through a tender process. Only ICM agencies can deliver an ICM placement.</i></p>
	<p>Accommodation arrangements that can be terminated at short notice, including:</p> <ul style="list-style-type: none"> • Hotel/motel • serviced apartment (short term) • caravan or holiday park. <p>Accommodation arrangements in these locations are considered to be ACAs even if direct care is</p>	<p>Home-like environments, such as long term serviced apartments, rental properties or properties owned by Service Providers.</p>	<p>Home-like environments, such as long term serviced apartments, rental properties or properties owned by Service Providers.</p>	<p>Home-like environments with adequate living space for up to 4 residents, such as long term rental properties or properties owned by the Service Provider.</p>



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	provided by employees of a residential care accredited agency.			
Agency accreditation and authorisation of Staff	Staff or contractors from non-accredited ACA providers must be authorised in accordance with clause 31B of the Regulations ¹ . The requirement for authorisation applies to all staff, whether they are direct employees of the accredited agency or not.	<p>Agency providing direct care must be accredited by the OCG to provide residential care.</p> <p>Direct care of a child or young person in an IPA must be provided by employees of a residential care accredited agency. Where this is unable to occur, at least 50% of the rostered hours in a 7 day period must be provided by staff from the residential care accredited agency.</p> <p>Where an accredited agency uses internal staff or sub-contracts to another designated agency, these staff do not require authorisation under clause 31B of the Regulations.</p>	Agency providing direct care must be accredited by the OCG to provide residential care.	Agency providing direct care must be accredited by the OCG to provide residential care.
Level of Approval Required	<p>Financial approval from the Executive District Director must be sought prior to an ACA commencing. Approval is also required when the ACA needs to be extended.</p> <p>Ongoing funding approvals for the ACA must also be granted by the appropriate delegate².</p>	<p>Financial approval from the Executive District Director must be sought prior to the IPA commencing. Approval is also required when the IPA is reviewed every three months.</p> <p>Ongoing funding approvals for the IPA must also be granted by the appropriate delegate².</p>	<p>Executive District Director (first 12 weeks)</p> <p>Deputy Secretary, Child Protection and Permanency, District and Youth Justice (extensions past 12 weeks or above financial delegation of the EDD)</p>	<p>Principal Officer (first 3 months)</p> <p>Deputy Secretary, Child Protection and Permanency, District and Youth Justice (extensions past 12 weeks or above financial delegation of the EDD)</p> <p>Referral Via Interim Care Referral Unit (ICRU).</p>

² In accordance with financial delegations, projected annualised placement costs over \$250k must be escalated to the Deputy Secretary Northern Cluster for approval. Projected annualised placement costs over \$500k must be endorsed by the Deputy Secretary Northern Cluster and then progressed to the Secretary for approval.



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			Referral only accepted via Child and Family District Unit (CFDU) in location where the placement is sought.	
Office of the Children's Guardian notification requirements	<p>Notification Requires OCG notification within:</p> <ul style="list-style-type: none"> • 24hrs of ACA commencing • 24hrs of ACA ending 	<p>Notification</p> <ul style="list-style-type: none"> • Notification to the OCG is required within 24hrs if a child under 12 years of age is placed in any residential arrangement. Exit notification is also required. <p>Notification to the OCG is not required where the agency providing the placement is residential care accredited, the placement is in a home like environment and the child/young person is 12 years and over.</p>	<p>Notification</p> <ul style="list-style-type: none"> • Notification to the OCG is required within 24hrs if a child under 12 years of age is placed in any residential arrangement. Exit notification is also required. <p>Notification to the OCG is not required where the agency providing the placement is residential care accredited and the placement is in a home like environment (if 12 years and over).</p>	<p>Notification</p> <ul style="list-style-type: none"> • Notification to the OCG is required within 24hrs if a child under 12 years of age is placed in any residential arrangement. Exit notification is also required. <p>Notification to the OCG is not required where the agency providing the placement is residential care accredited and the placement is in a home like environment (if 12 years and over).</p>
Case responsibility	Service Provider	Service Provider	DCJ or PSP Service Provider	DCJ or PSP Service Provider
Payment Arrangements	ACA costs incurred over and above the PSP package payment (less the foster care allowance day rate) are paid to the case managing agency via the 'Alternative Care Arrangement – NGO' payment type.	Service Provider IPA costs incurred over and above the PSP package payment (less the foster care allowance day rate) are paid against the 'Individual Placement Arrangement – NGO' payment type.	Payment is made direct to the service provider via invoice, monthly in arrears. Paid against contingency 'STEP – DCJ' or 'STEP – NGO' in ChildStory.	Payment is made direct to the service provider via block funding (taking into account house/resident configuration).

NB: Projected annualised placement costs over \$250k must be escalated to the Deputy Secretary Northern Cluster for approval, in accordance with financial delegations.
Projected annualised placement costs over \$500k must be endorsed by the Deputy Secretary Northern Cluster and then progressed to the Secretary for approval, in accordance with financial delegations.