



Not in Placement procedure

PSP Away from Placement policy

Reference table: Not in Placement (NIP) procedure

Permanency Support Program (PSP) providers	DCJ Child and Family District Units (CFDUs)
<p>PSP providers are not required to 'apply' for the Case Coordination – NIP funding package.</p> <p>Our central office extracts data from ChildStory and pays on confirmation by a provider's contract manager.</p> <p>To make sure the payment systems work as intended, it's <i>really important</i> that providers use ChildStory Partner to:</p> <ol style="list-style-type: none"> 1. create an Away from Placement Whereabouts record, when a child experiences an AFP event 2. end-date the AFP Whereabouts record when the child returns to their primary placement, or transitions to a new placement 3. close the primary Placement record, if the AFP period expires (maximum 8 weeks for foster care; 4 weeks for ITC). <p>It's a <i>good idea</i> for providers to also check that their CFDU has:</p> <ol style="list-style-type: none"> 4. referred children that are NIP to the district's complex case panel. <p>Note: All rise.articulate hyperlinks in this table operate outside the DCJ Citrix environment. If you experience difficulties, manually copy/paste the hyperlinks into a supported browser.</p>	<p>CFDUs are notified of children who are Away from Placement (AFP), when they receive an AFP Whereabouts entered by the provider in ChildStory Partner.</p> <p>It's <i>really important</i> that CFDUs monitor the period of time that a child is AFP (maximum 8 weeks) to:</p> <ol style="list-style-type: none"> 1. refer the child to the district complex case panel (or equivalent), if it looks like the child's AFP period will expire 2. obtain approval for NIP funding package from a Director Community Services or above (usually via complex case panel minutes), if the AFP period expires 3. create a Case Coordination – NIP funding package in ChildStory. <p>It's a good idea for CFDU's to also check that a PSP provider has:</p> <ol style="list-style-type: none"> 4. closed the AFP Whereabouts record when the child has returned to their primary placement, or enters a new placement 5. closed the primary Placement record, if the AFP period expires (maximum 8 weeks).

Additional resources

- [PSP Away from Placement policy](#)
- [PSP Packages eligibility business rules and inclusions](#)
- [PSP Rates](#) (effective from 1 October 2022)