



TITLE	POLICY NUMBER	
FHL Bed Utilization Policy	DCS 15-54	
RESPONSIBLE AREA	EFFECTIVE DATE	REVISION
Office of Licensing and Regulation	01/25/2023	

I. POLICY STATEMENT

The Department of Child Safety (DCS) is committed to pursuing a safe and healthy environment for families. This policy outlines the considerations for bed capacity in a licensed foster home.

II. APPLICABILITY

This policy applies to all applicants, licensees, private licensing agencies, and the employees of the Office of Licensing and Regulation.

III. AUTHORITY

A.R.S. § 8-503	Powers and Duties
A.R.S. § 8-505	Issuance of licenses; application; investigation; renewal
A.R.S. § 8-509	Licensing of foster homes; renewal of license; provisional license; exemption from licensure; immunization requirements
R21-6-309	Capacity Requirements
R21-6-331	Requirements for Certification to Provide Specialized Services

[R21-6-406](#)

The Licensing Decision

[DCS 19-01](#)

Criteria for High Needs Foster Care

IV. DEFINITIONS

Department or DCS: The Arizona Department of Child Safety.

Director: The Director of the Arizona Department of Child Safety.

Fitness: the ability of an applicant or foster parent to provide a safe and nurturing environment for all children in the home and comply with the foster home licensing requirements.

High Needs Foster Care (HNFC): A family-based placement option in which care is provided by a licensed foster parent who has received specialized training within a support system of clinical and consultative services to children with serious behavioral or emotional needs. This term is often used synonymously with Therapeutic Foster Care.

Medically Complex: a class of foster home in which the licensed foster parent is certified to provide care to a foster child identified by the Department as requiring special care for medically complex needs.

Office of Licensing and Regulation (OLR): The administration within DCS that is responsible for reviewing and evaluating application for licensure; supervising and monitoring licensees; and completing all official licensing actions, including issuing, denying, amending, suspending, and revoking a license.

V. POLICY

A. When an applicant applies to provide foster care, OLR will evaluate each application based on the fitness of each individual foster home. Factors will include but are not limited to:

1. age range;
2. beds in the home;

3. fitness of the family;
 4. transportation capabilities;
 5. kinship waivers; and
 6. agency recommendation.
- B. Regular foster home capacity has a population of five foster care placements with no more than 8 total children in the home. A maximum of 3 collectively out of the available foster care beds can be used for medically complex, therapeutic, or children with higher needs.

VI. PROCEDURES

- A. Prior to the submission of an application, the private licensing agency needs to ensure that the application provides a detailed account of the applicant or foster parent's fitness and capabilities of caring for children with high needs and the population desired.
- B. OLR will communicate with private licensing agencies, as necessary, regarding any fitness or capability concerns.

VII. FORMS INDEX

[Preliminary Consideration Waiver Licensing Standards for Kinship Care \(CSO-1240\)](#)