



Residential Placement Advisory Committee (RPAC)

Contact Brant is mandated to facilitate RPAC reviews for the Brant community. The “RPAC Coordinator” identified in this document is a Contact Brant staff.

1. When are RPAC Reviews Conducted?

- Child/Youth is placed in a residence with 10+ bed capacity, and the placement will exceed 90 days.
(Definition of residence: a single dwelling with 10+ bed capacity; a group of buildings with 10+ bed capacity sharing common grounds; or part of a building with 10+ bed capacity in one or more parts of the same building).
- Child/youth objects to a proposed or current placement.
(The residential service provider does not have to have a 10+ bed capacity).
- Reviews must be completed as soon as possible and no later than 45 days from admission; if the child objects, no later than 21 days.
- Follow-up Reviews must be completed every 9 months of the child/youth’s stay in the residential placement.
- RPAC can review or re-review an existing or proposed residential placement.
- Any agency, organization, or individual can refer a child to RPAC for review.

Note: RPAC excludes placements made under the YCJA, Section IV (CFSA)/ Section VI (CYFSA), placements with neither service providers or foster parents, or secure treatment (Extraordinary Measures), maternity homes (1985 language).

2. Can a Review be completed if consent is not provided?

- **Consent is not required** to conduct a review but is required for the release of records. Without consent, the review will proceed with only non-identifying information, and will not be thorough. (Note: Consent is time limited for RPAC). **If the client refuses to provide consent, the placing service provider must advise the RPAC Coordinator.**
- Consent is from the child if over 16, and from the legal guardian if under 16.
- If the child cannot read/understand, the service provider must advise of RPAC.

3. Who is responsible for notifying the RPAC Coordinator when a Review is required?

- The residential service provider is legally required to notify the RPAC Coordinator when a child/youth is admitted into service; children over 12 object to the placement; and follow-up reviews.
- The residential service provider will advise the RPAC Coordinator **where the child’s guardian or CAS ordinarily resides, within 7 days of admission.**
- **It is encouraged that the Brant placing agency also notify Contact Brant.**

4. Who should be part of the RPAC Reviews?

A minimum of three members is required to conduct an RPAC Review - Contact Brant follows the CYFSA 63(2) regarding Composition:

- i. persons engaged in providing services (In Brant we look to child and youth-serving agencies);
- ii. other persons who have demonstrated an informed concern for the welfare of children (Contact Brant has identified community stakeholders for RPAC);
- iii. one representative of the Ministry; and
- iv. a representative of a band or First Nations, Inuit or Métis community when the child is Indigenous.

The child or parents do not have to participate in an RPAC, but the placing agency (e.g. CAS) must.

5. Which RPAC Coordinator is responsible for RPAC reviews for a child/youth placed out of Region?

- RPACs review the cases of children in the RPAC jurisdiction in which the child's legal guardian resides.

The RPAC Coordinator in the residential service provider's jurisdiction can help in identifying and connecting with the appropriate RPAC Coordinator.

6. Preparing and Conducting Reviews

- RPAC Coordinators need to prepare for the review and may need to conduct intake interviews with child/family or others, if warranted; if a Review is required due to a youth objecting, the RPAC Coordinator will need to interview the child.
- The RPAC Coordinator, placing agency and residential provider should encourage the child/family to take part in the RPAC Committee review to allow for questions and understanding of review recommendations.

7. What recommendations are provided following RPAC Committee Reviews?

RPAC makes recommendations on the suitability and appropriateness of the residential program:

- Is the residential treatment program appropriate?
- Would a less restrictive / intensive service be more appropriate?
- Is there a need to explore / identify alternative service(s)?
- What follow up is required by the placing agency/community case manager?