

Requirements and processes to access a Voluntary Placement Agreement (VPA)

A family is required to supply the Local Department of Social Services (LDSS) with extensive documentation at the time of a VPA application.
If a family has private insurance, they must provide LDSS with multiple insurance denial letters

The LDSS completes in-home assessments:

- Safety Assessment for Every Child (SAFE-C)
- Maryland Family Risk Assessment
- Child and Adolescent Needs and Strengths (CANS)

LCT meeting is held to determine if all community-based resources have been exhausted.
Meeting may be delayed depending on the jurisdiction.
LCT does not approve or deny a VPA request.

LDSS denies VPA request

Family may appeal decision to the Office of Administrative Hearings

LDSS approves the VPA

LDSS sends VPA checklist to DHS/SSA for approval.

Family completes child support application for evaluation.

Child Support Agency makes a determination of the amount.

*Family appeals initial determination.
A hearing is scheduled with the Clerk of Court.*

Family signs the child support application

Placement found for child and child enters placement

LDSS signs VPA agreement

A court hearing must be held to determine the appropriateness of any RTC stay longer than 180 days.