**Maine’s Plan of Safe Care (POSC)**

**Implementation Checklist for Hospital Staff**

***Plan of Safe Care (POSC)*** *to be created with healthcare personnel (provider, social worker and/or registered nurse). Language previously used was drug affected baby (DAB); current language used is substance exposed infant (SEI).*

1. Identify substance exposed infant and family.
2. Discuss Maine’s laws around notification of substance exposed infants (SEI) to Office of Child and Family Services with mother.
	* *Title 22 sec 4004-B*
	* *Title 22 sec 4011-B*
3. Introduce the *Plan of Safe Care (POSC)* for Infant and Caregiver
	* Determine if a POSC was started prenatally with the family with a public health nurse or prenatal care office. If so, **update form** with infant information and any changes needed for resources and referrals.
	* If a POSC was not started prenatally, explain the purpose of the POSC is to connect the family with any needed resources and referrals to care for the infant and family through the infant’s first year. (It is NOT the Safety Plan used by OCFS).
	* With a stance of collaboration, invite an open dialogue with the family and begin filling out the *Plan of Safe Care (POSC)* form together focusing on strengths and areas of need.
	* Introduce the **CradleME referral service** and resources available; *Public Health Nursing, Maine Families, WIC and now Maine’s Early Intervention Program (formally Child Development Services, CDS)*. Send Cradle ME form to that service.
4. Call OCFS and notify of substance exposure; **1-800-452-1999**
5. Fax and/or email POSC document to OCFS
	* **Fax: 207-287-5065 email: PHN\_POSC.DHHS@maine.gov**
6. Please ask mother if having a paper copy of POSC feels safe and if yes, provide copy.
7. Place copy of POSC into mother and infant chart if possible.
8. Begin the process of connecting the family and make referrals to resources indicated.

\*\*If the infant is discharged in the care of someone other than the mother (such as a resource, foster, kinship, or adoptive family) a *Plan of Safe Care* should be completed with the resource family in addition to the POSC for the mother by the OCFS case worker.***The OCFS Caseworker will create the Resource Family Plan of Safe Care. This is a different form.***

*Thank you for your continued commitment to families and infants.*

*Questions? Please email* **PHN\_POSC.DHHS@maine.gov**