

# FINANCIAL RESOURCES

## Foster Parent Claims for Damages

50-7

---

### Policy

The Department of Children and Families shall investigate all claims made by foster parents for damages alleged to be the result of some action by foster children and either negotiate payment or refer the foster parent to the Claims Commission.

**Legal reference:** Conn. Gen. Stat. [§4-141 et seq](#)

---

### Investigation of Claim

When a foster parent requests payment from DCF for damages alleged to be the result of some action by a foster child, the Regional Administrator for the Region that supports the foster home or designee shall investigate the claim to determine if:

- the allegation is more likely than not true; and
  - whether the claim is for a total amount of \$5,000 or less.
- 

### Substantiated Claims for \$5,000.00 or Less

When a complaint has been determined to be more likely than not true and the total claim is \$5,000 or less, the Regional Administrator or designee, in consultation with the Chief Operating Officer or designee, shall negotiate a final payment amount with the foster parent.

The availability of insurance coverage for all or part of the claim shall be verified.

---

### Substantiated Claims Greater than \$5,000.00

When a total claim is more than \$5,000, the Regional Administrator or designee shall refer the foster parent to the Connecticut Claims Commission.

---

### Unsubstantiated Claims Greater than \$5,000.00

If the Regional Administrator or designee is unable to substantiate a claim, the foster parent shall be referred to the Connecticut Claims Commission.

---

# FINANCIAL RESOURCES

## Foster Parent Claims for Damages

50-7

### Claims Commission Procedure

The website for the Claims Commission is <http://www.occ.ct.gov/>.

The address for the Claims Commission is:

Office of the Claims Commissioner  
165 Capitol Avenue, Suite 123  
Hartford, CT 06106

Pursuant to the procedures outlined on the Claims Commissioner website the claimant must:

- file him- or herself, or through a legal representative. DCF staff shall not file claims on behalf of a claimant or assist with the preparation of a claim, except to provide the claimant with a copy of this policy.
- include the name and address of the claimant;
- provide a concise statement of the claim including the date, time, place and circumstances surrounding the claim, the state agency being filed against, and the amount of money requested. The claim must be filed in duplicate. The statement should include sufficient allegations to show what the state did or failed to do that caused the damage or injury complained of.
- include a request for permission to sue the state, if such permission is sought;
- submit a filing fee with each claim. The check or money order should be made payable to the Treasurer, State of Connecticut, but mailed to the Office of the Claims Commissioner. As of the publication of this policy, the filing fee for a claim for \$5,000 or less is \$25, and the filing fee for a claim in excess of \$5,000 is \$50.
- For claims in amounts of less than \$5,000, provide sworn, notarized statements supported by bills, estimates, etc. for consideration at an *ex parte* hearing;
- file claims within one year of the date of incident;
- if the claim is for property damage or personal injury, look to his or her insurance carrier for reimbursement. In the event of a deductible, a claimant may file for the amount of the deductible. An affidavit concerning the existence and amount of coverage, the deductible and the amount received or to be received from insurance, or the cover sheet of the applicable insurance policy should accompany the claim.