



Office of the
Children's Guardian

Module 2

The NSW Carers Register Key Concepts

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Welcome to Module 2 of the NSW Carers Register Training Program.

This module will examine the key concepts of the Carers Register.

Applicant and Designated agency

NSW Office of the Children's Guardian

The NSW Carers Register

Office of the Children's Guardian

Key terms

Applicant: is an individual who has applied to a designated agency for authorisation to provide statutory or supported out-of-home care in NSW. Attending an information session does not constitute the formal commencement of an OOH application.

Designated agency: an accredited agency that may provide statutory and supported out-of-home care. Designated agencies have a number of responsibilities, including the assessment and authorisation of carers and the assessment of the suitability of their household members.

Click/tap next to continue.

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To start with we are going to define some key terms that are used in the Carers Register.

- **An applicant** is an individual who has applied to a designated agency for authorisation to provide statutory or supported out-of-home care in NSW. Attending an information session does not constitute the formal commencement of an OOH application.
- **A designated agency** is an accredited agency that may provide statutory and supported out-of-home care. Designated agencies have a number of responsibilities, including the assessment and authorisation of carers and the assessment of the suitability of their household members

Application, Authorised Carer and Back Capture

The screenshot displays the 'The NSW Carers Register' interface. At the top left is the NSW Office of the Children's Guardian logo, and at the top right is the Children's Guardian logo. A red banner at the top contains the text 'Key terms'. Below this, three key terms are defined in dashed boxes: 'Application' (describing the whole application for statutory or supported out-of-home care), 'Authorised carer' (an individual authorised by a designated agency), and 'Back Capture' (a time-limited form for recording carers prior to the register's commencement). The background features a large 'Application Form' document with a hand holding a pen, and a small robot icon with the instruction 'Click/tap next to continue.' at the bottom left.

- **Application** is used to describe the whole application including household details, applicants and household members, to provide statutory of supported out-of-home care in New South Wales.
- **Authorised carer** is an individual that has been authorised by a designated agency to provide statutory or supported out-of-home care in NSW.
- **Back Capture** is a time limited Carers Register form used to record carers and their household members authorised prior to the Carers Register commencement date.

Provisionally authorised carer and Relative/Kin care



The screenshot shows the NSW Carers Register website. At the top left is the NSW Office of the Children's Guardian logo. At the top right is the Office of the Children's Guardian logo. The main heading is 'The NSW Carers Register'. Below this is a red banner with the text 'Key terms'. The content area has a background image of several hands clasped together. The text defines 'Provisionally authorised carer' and 'Relative/kin care'. At the bottom left, there is a mouse cursor icon and the text 'Click/tap next to continue.'. At the bottom right, it says 'Slide 4 of 16'.

Provisionally authorised carer: is an individual that has been provisionally authorised by a designated agency to provide statutory or supported out-of-home care in an emergency situation to child or young person that is a relative, kin or a child who knows the carer.

Relative/kin care: When a child or young person is placed with a relative or kin this is called relative or kinship care. Relative care means the carer is related to the child or young person, but the meaning of kinship care will vary across cultural groups. In Australian Indigenous communities, kin may be a relative or someone who shares a cultural or community connection with the child or young person.

Click/tap next to continue.

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A Provisionally authorised carer is an individual that has been provisionally authorised by a designated agency to provide statutory or supported out-of-home care in an emergency situation to a child or young person that is a relative, kin or a child who knows the carer.

Relative/kin care happens when a child or young person is placed with a relative or kin, this is called relative or kinship care. Relative care means the carer is related to the child or young person, but the meaning of kinship care will vary across cultural groups. In Australian Indigenous communities, kin may be a relative or someone who shares a cultural or community connection with the child or young person.

Authorisation Types

NSW Office of the Children's Guardian


The NSW Carers Register

Office of the Children's Guardian

Key terms

Authorisation types:

- **Statutory Foster Care:** the carer is authorised to provide all types of care including foster care, statutory relative/kin care and supported out-of-home care
- **Other Care:** the carer is authorised to provide statutory relative/kin care and supported out-of-home care, but not foster care
 - An agency may limit the children and young people who may be cared for under these authorisation by way of conditions of authorisation



Click/tap next to continue.

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There are 2 types of authorisation.

- In **Statutory Foster Care** the carer is authorised to provide all type of care including foster care, statutory relative/kin care and supported out-of-home care
- In **Other Care** the carer is authorised to provide statutory relative/kin care and supported out-of-home care, but not foster care
- An agency may limit the children and young people who may be cared for under the authorisation by way of conditions of authorisation

Authorised by multiple agencies



The screenshot shows the NSW Carers Register website. At the top left is the NSW Office of the Children's Guardian logo. At the top center is the title "The NSW Carers Register". At the top right is the Office of the Children's Guardian logo. Below the title is a red banner with the text "Key terms". Below the banner is a white box containing the definition: "Authorised by multiple agencies: A designated agency's authorisation of a carer should cease upon another designated agency authorising the carer, unless the first designated agency determines to continue the authorisation (there may be exceptional circumstances where a carer is authorised by multiple agencies).". Below the text box is a graphic of several people walking on a grid of blue lines, with some carrying suitcases. In the bottom left corner of the graphic, there is a small icon of a person and the text "Click here next to continue."

Authorised by multiple agencies: A designated agency's authorisation of a carer should cease upon another designated agency authorising the carer, unless the first designated agency determines to continue the authorisation (there may be exceptional circumstances where a carer is authorised by multiple agencies).

The concept of a household

NSW Office of the Children's Guardian

The NSW Carers Register

Key terms

The concept of a household: The concept of a household in the Carers Register is used for describing the grouping of carer applicants, authorised carers and their household members who reside at one address.

- A unique household number is generated by the Carers Register that allows the system to link individuals (carer applicants, authorised carers and household members) together.

Click/tap next to continue.

The Carers Register refers to households.

- **The concept of a household** in the Carers Register is used for describing the grouping of carer applicants, authorised carers and their household members who reside at one address.
- A unique household number is generated by the Carers Register that allows the system to link individuals (carer applicants, authorised carers and household members) together.


A household member

NSW Office of the Children's Guardian The NSW Carers Register

Key terms

A household member: is any person who resides at the home of an authorised carer for a period of three or more weeks.

- A home of a person means the dwelling of the person and any land in the immediate vicinity of that dwelling (being land that is owned or occupied by the person) and any building, structure, vehicle or other thing on that land.
- A person resides at another person's home if the person sleeps at the other person's home on a regular or frequent basis.



Click/tap next to continue.

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- **A household member** is any person who resides at the home of an authorised carer for a period of three or more weeks.
- **A home of a person** means the dwelling of the person and any land in the immediate vicinity of that dwelling (being land that is owned or occupied by the person) and any building, structure, vehicle or other thing on that land.
- **A person resides** at another person's home if the person sleeps at the other person's home on a regular or frequent basis.

Individual Profile and Household Profile

Profile (individual)
an individual's profile includes the person's name, date of birth, other names, whether they identify as Aboriginal and/or Torres Strait Islander, and individual checks

Profile (household)
a household profile includes the address, carer/applicant and household member details

Click/tap next to continue.

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Profile (individual): an individual's profile includes the person's name, date of birth, other names, whether they identify as Aboriginal and/or Torres Strait Islander, and individual checks

Profile (household): a household profile includes the address, carer/applicant and household member details

Congratulations



Congratulations!!!

You have successfully completed module 2.