

**#219 The Group Trainer's Handbook: Working With Groups** by Charles E. Confer, is a comprehensive guide for the group trainer. The Handbook offers the trainer a step-by-step planning process to successful training in groups. A technical manual, *The Group Trainer's Handbook* guides the trainer in using the group to get the training started, present content material, practice skills, manage special problems, to end the training session and to evaluate the program. **#219 \$15.00 Ea.**

**#217 Effective Group Leadership** by Charles Confer, profiles the group leader, discusses the process of group interaction, leadership intervention and group energy levels, and, presents effective group tasks for improving the group experience. **#217 - \$5.50 Ea.**

**#2040 F.A.S.T. Foster Allegations Support Team A Handbook for Fostering Support Groups**  
The F.A.S.T. model of team support was developed by foster parents for foster parents caught-up in the trauma of allegations of abuse in their foster family home. F.A.S.T. provides families with major emotional support and a resource for procedural information about the when, where and why surrounding the way things happen to and for the foster family when allegations of abuse have been made. The Handbook also includes "Dealing With the Effects of Child Abuse and Neglect Allegations: Suggestions for foster parents and foster parent associations" by Rosemarie Carbino, MSW, ACSW, and "Some Thoughts on Effective Group Leadership" by Charles Confer, MSW. **#2040- \$19.95 Ea.**

**F.A.S.T.E.R.**  
Janet S. Hodge  
The F.A.S.T. concept offers a model for support to foster families with issues around allegations of abuse. A broader definition would include licensing issues. Once the F.A.S.T. network is in place, what happens next? F.A.S.T.E.R., which is a handbook that offers **extended resources** to the Foster Allegation Support Team.

These resources provide each team member a job description and the necessary skills to successfully support and advocate for foster parents. F.A.S.T.E.R. gives you the tools to enhance communication skills with the agency and foster parents. It suggests ways of documenting and record keeping. F.A.S.T.E.R. identifies the various callers, the

types of calls and gives the skills and resources to assist foster parents in need.

The handbook focuses on: the F.A.S.T. Committee, Types of Calls, Types of Callers, Barriers, Cultural Diversity, Development of Communication Skills, Helping Through Listening, Goals for the Listener, Traditional Responses, Communication: Effective Responding Skills, Problem-Solving, Managing Angry Behavior, Managing the Grief Process, and , Documentation. **#9663 \$7.50 Ea., 10+ \$6.60 Ea.**

**#M046 Allegations of Abuse in Family Foster Care: An Examination of the Impact on Foster Families**  
Until a few years ago, allegations of abuse in foster care were isolated incidents. Now the problem has grown to become a significant element in agency/foster family relationships. It has a serious impact on recruitment and retention of new families. This monograph, *Allegations of Abuse in Family Foster Care*, presents five essays addressing the impact of allegations of abuse on the foster families, on the children in care, and, on the foster family/placing agency relationship. **#M046 \$8.50 Ea.**

**#0447 Case Advocacy: The Politics of Effective Foster Parenting, A handbook for foster parents**, by Jacob R. Sprouse, Jr. - **Revised 2004**, the handbook offers the foster parent some guidelines on becoming the successful case advocate - knowledgeable about the problem-to-solution process and able to compromise, to withstand resistance to your ideas, and a comprehensive understanding as to where the advocate fits into the scheme of decision-making. The handbook includes some generic "planning forms" along with several information gathering and detailed data forms for improving problem-solving skills and enhancing the effectiveness of advocacy. **#0447 - \$3.50 Ea.**

**#0407 Getting Together: Organizing foster parent associations and support groups**, by Jacob R. Sprouse, Jr., **Revised 2004**, presents an overview of group organization, goal setting, membership, model bylaws, meeting planning and organizational problem-solving; additional group leadership skills are provided by an essay from Charles Confer. In a loose-leaf notebook format. **#0407 \$15.00 Ea.**

**#0420 A Guide for Foster Parents: When**

**Facing Charges of Abuse**, by Robert Dwoskin, Esq., Offers a candid discussion in a question and answer format of the reality faced by foster parents on a daily basis. The Guide discusses charges of abuse and suggests actions and reactions appropriate to protecting the foster parent. **#0420: \$.65 Ea.; Pk\50 - \$25.00; Pk\100 - \$40.00.**

**#0421 A Guide for Foster Parents: A Glossary of Legal Terms**, by Robert Dwoskin, Esq., Presents a list of the most frequently encountered legal terms in child welfare and offers both definition and explanation in everyday terminology. **#0421: \$.65 Ea.; Pk\50 - \$25.00; Pk\100 - \$40.00.**

**#9361 Advocate's Leadership Manual**  
Originally published by the National Foster Parent Association, Inc., this revised edition promotes improved leadership skills, group process and cohesiveness, group effectiveness, organizational communication skills, and interpersonal skills. Suggestions on basic foster parent association organizational structure and processes are included. **#9361 \$5.50 Ea**

#### **A Conversation with Foster Parents:**

AFCR presents a new series of in-service materials for fostering families. The Series: *A Conversation with Foster Parents* begins with four titles: *Avoiding the My Kid/Their Kid Trap*; *Working With the Birth Family*; *Eight Roadblocks to Personal Change*; and *Arrivals and Departures*. The physical format is an eight panel fold-out, finished size: 4.24" x 11." The series of monographs averages twelve hundred to two thousand words each and each is comparable to approximately one hour of face-to-face training. The monographs are suitable for group training sessions or for individual self-instruction. The text style is conversational in tone with a focus on personal skills-building and interjected with both rhetorical and fill-in-the-blank questions.

**#0540 Avoiding the My Kid/Their Kid Trap: A Conversation with Foster Parents**  
The monographs promotes sensitivity to the dynamics of foster family relationships and suggests some pitfalls for the foster parents in both recognizing and establishing house rules to promote equity and self-esteem of and among all the family members. **#0540 \$.95 Ea., 25+ \$.89 Ea., 50+ \$.83 Ea.**

**#0541 Working With the Birth Family: A Conversation with Foster Parents**

A primer on developing a relationship with the foster child's birth family, the monograph suggests strategies for meeting the child's needs by maintaining connectivity with the child's relatives.  
#0541 \$.95 Ea., 25+ \$.89 Ea., 50+ \$.83 Ea.

**#0542 Eight Roadblocks to Personal Change:** A Conversation with Foster Parents

A straightforward presentation of the "big" eight personal barriers to personal change with some suggestions for overcoming the same.  
#0542 \$.95 Ea., 25+ \$.89 Ea., 50+ \$.83 Ea.

**#0543 Arrivals and Departures:** A Conversation with Foster Parents

The comings and goings of foster care placements impacts both the foster family and child in care—the monograph offers strategies to prepare for arrivals and departures with a primary focus on attitudes, sensitivity and concrete suggestions for planing.  
#0543 \$.95 Ea., 25+ \$.89 Ea., 50+ \$.83 Ea.

**#0544 Self-esteem: What it Really Means and Why it Really Matters:** A Conversation with Foster Parents

Self-esteem has been given a bad-rap in some quarters as a shorthand for making excuses for or the coddling of immature behavior. Just isn't so. This monograph explains what it is and how foster parents can capitalize on the benefits inherent in developing a strong sense of self-esteem in children in care.  
#0544\$.95 Ea., 25+ \$.89 Ea., 50+ \$.83 Ea.

**#0545 Using Effective Problem-solving Strategies:** A Conversation with Foster Parents

Naturally, a basic requirement before using problem-solving strategies is having some. This essay provides a basic problem-solving formula and a discussion of the symptoms-vs-problems dilemma in managing behavior, establishing house rules and managing household interactions.  
#0545\$.95 Ea., 25+ \$.89 Ea., 50+ \$.83 Ea.

**#0546 Helping Children with Homework:** A Conversation with Foster Parents

A primer on the basics of good study habits plus suggestions on developing those habits in children in care who historical have greater school difficulties than their peers.  
#0546\$.95 Ea., 25+ \$.89 Ea., 50+ \$.83 Ea.

**#0547 On Building Effective Relationships with School:** A Conversation with Foster Parents

Creating relationships that encourage school teachers and administrators to be

part of the solution and not part of the problem for children in care requires proactive investment on the part of foster families.  
#0547 \$.95 Ea., 25+ \$.89 Ea., 50+ \$.83 Ea.

**#0548 Making House Rules Make Sense:** A Conversation with Foster Parents

A primer on the basics of good "house rule making" seasoned with a dash of common sense and "we are a family not a widget factory." All too often foster families, in their zeal to be fair and well-organized, create a ever increasingly complex labyrinth of to-do and not-to-do that has the parents investing more energy in their internal policing of "the rules" than justified by any benefit in improved "domestic tranquility."  
#0548 \$.95 Ea., 25+ \$.89 Ea., 50+ \$.83 Ea.

**#0549 Positive Discipline:** A Conversation with Foster Parents

A basic requirement before utilizing positive discipline strategies is to both have some and be well grounded in the principles of what positive discipline is and why it works. This essay provides a ranging discussion of the building blocks of developing a positive discipline strategy for the foster family home.  
#0549 \$.95 Ea., 25+ \$.89 Ea., 50+ \$.83 Ea.

**#0550 Ethics in the Practice of Providing Foster Care:** A Conversation with Foster Parents

What is your personal code of ethics? What causes people who generally behave ethically to act in an unethical manner? A brief essay noting ethical difficulties for both social workers and foster parents, the use and misuse of confidentiality, the blame game of responsibility and ending with an ethical checklist for any action.  
#0550 \$.95 Ea., 25+ \$.89 Ea., 50+ \$.83 Ea.

**#0551 Caring for the Adolescent: Hazards, Risks and Promises:** A Conversation with Foster Parents

The essay provides an overview of the many challenges faced by teens needing foster home placements and the demonstrated positive options for foster parents to successfully aid, help and assist teens through the problems of adolescents.  
#0551 \$.95 Ea., 25+ \$.89 Ea., 50+ \$.83 Ea.

**#0552 Runaways in Foster Care:** A Conversation with Foster Parents

With a focus on a frequent challenge for foster families, Runaways in Foster Care promotes a discussion on how foster parents can be instrumental in helping model appropriate communication skills and coping abilities for youth in care for whom running away has developed as a problem-solving and decision-making

strategy.  
#0552 \$.95 Ea., 25+ \$.89 Ea., 50+ \$.83 Ea.

**#0553 Kids and "Friends": A Conversation with Foster Parents**

Young people become involved in many relationships with adults and peers who may or may not support and foster their healthy participation, growth, and development. It is important to encourage them to look at each of their relationships and assess its value to them. As foster parents work with youth in their care they need to help with relationship assessment.  
#0553 \$.95 Ea., 25+ \$.89 Ea., 50+ \$.83 Ea.

**#0554 Q&A: Some Basic Issues When Fostering the Sexually Abused Child: A Conversation with Foster Parents**

The monograph promotes a discussion of some of the issues: sexual behaviors, touching, house rules and boundaries for child sexual abuse victims and some strategies for effective discipline with the sexually abused child in foster family care.  
#0554 \$.95 Ea., 25+ \$.89 Ea., 50+ \$.83 Ea.

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**Additional Resources**

**#0400 TIPS For Foster Parents:** The TIPS is a series of seven (7) brief essays:

- If It Were Easy Anyone Could Do It!
- The Journey Begins: Your First Day
- Honeymoon's Over? So Soon?
- The Child's Last Day
- The Last Day: Tips for the Foster Parents
- Working With the Birth Family
- Caring for the Care-Giver

The essays average three hundred to three hundred and fifty words each in an eight panel fold-out, finished size: 4.24" x 11." The TIPS are ideal for in-service training "starters" or as an inclusion in your orientation or recruitment packets.  
**#0400: \$.95 Ea., 25+ \$.89 Ea., 50+ \$.83 Ea., 100+ \$.77 Ea.**

**#0401 Networking A Guide for Foster & Adoptive Families**—The ability to build and maintain individual and family support systems is fundamental to foster and adoptive family success. This brief monograph presents discussions on: What is Networking?, On Confidentiality, Why Network, How to Network, benefits of Networking and Becoming a More Effective Parent. The monograph is an eight panel fold-out, finished size: 4.24" x 11." Networking is ideal for in-service training "starters" or as an inclusion in your orientation or recruitment packets.

**#0401 Networking \$ .95 Ea., 25+ \$ .89 Ea., 50+ \$ .83 Ea., 100+ \$ .77 Ea.**

**#2440 The Care and Feeding of the American Foster Family - A Workbook For Agency Staff**

Jacob R. Sprouse, Jr.  
& Donna G. Foster

Promoting foster family home retention begins with some fundamental understanding of who these fostering folk are, why they foster and how both "what the agency does & how the agency does it" impacts the core foster family. Designed as a self-instructional workbook, *The Care and Feeding of the American Foster Family* focuses on four areas vital in retaining the fostering family: Who they are - their expectations and realizations; Who are You - understanding the agency's role from the foster family perspective; Communication - identifying barriers to the maintaining of a positive working relationship between the fostering family and the agency and staff; and, Empowerment: Building A Common Agenda - promoting understanding through defining the partnership between the foster family and the agency. **#2440 - \$7.50 Ea.**

**#0169 Recordkeeping Made Easier - A Guide for Foster Families**

*Recordkeeping Made Easier* explores the motivations for recordkeeping by foster families and provides a framework for effective recordkeeping within the day-to-day "busy" of foster family life. In addition to enhancing the foster family's effectiveness as parents and their success as advocates, recordkeeping is the single most effective defensive parenting technique. *Recordkeeping Made Easier* supports a foster family recordkeeping system by providing eleven form masters suitable for developing a "fill-in-the-blank" system for the busy foster family care provider. **#0169 \$6.50 Ea., 10 + \$5.60 Ea. 25+ - \$4.70 Ea.**

**#201 Kids Stuff: An Information System For Family Foster Care**

A folder pre-printed for documenting medical, financial and social data for the period the child is in your care, plus a quick-reference chart for basic day-to-day information, phone numbers and biographical data. The folder provides space for maintaining other information - school reports, correspondence and appointments for each child. Used at the time of placement, the system insures complete information on each child; forwarded with the child, the file systems insures complete information for the birth family, or other custodians, on the child while in your care.

**#201 Single Copy \$1.00; 5/\$4.50; 10/\$8.50; 25/ \$20.00; 50/ \$37.50; 100/ \$60.00.**

**#0349 Team Staffings: A Step-by-step Presentation of an Invaluable Case Management Technique**

Erik Mansager

Revised 2003, *Team Staffings* presents a comprehensive, step-by-step overview of the team staffing process. Conducting the Staffing first describes what the staffing "looks like" - guidelines for the staffing, preparation, case planning and presentation - from the initial staffing through review and evaluation staffings.

Then, *How to Get There* focuses on skills for leadership in the staffing, the character of the staffing and problems that are likely to develop, and some techniques for successfully resolving them. The appendix presents generic, ready to photocopy and use, forms for staffing notices and fourteen "Participant Involvement Lists." The material is packaged, three hole drilled in a poly binder. **#0349 \$10.00Ea.**

**#214 Am I Doing It Right? & #215 What Will I Say?**

... are companion pieces offering the foster parent a comprehensive resource on human sexuality and reproductive health. *Am I Doing It Right?* provides the reader with definitions of sexual development for all ages birth to adult with age appropriate developmental tasks and specific case examples of issues and suggested solutions for the foster family. *Am I Doing It Right?* serves both as a reference for individual use or as a two/four hour training session for group training activities. *What Will I Say?* provides a comprehensive resource for reproductive health - sexual anatomy; caring for your body, recognizing symptoms when something is wrong and knowing what to do. *What Will I Say?* offers specific suggestions as to how the foster parent could handle the questions and situational needs of children in their care. **#214 Am I Doing It Right? \$4.00 Ea. #215 What Will I Say? \$4.00 Ea.**

**#0580 End Bedwetting Forever - A Systematic Approach**

by Rob Sweeney. Revised 2005: Bedwetting is a common problem; in America, 5-7 million children regularly wet their beds. Although the problem is most common for the under seven years old, it remains a problem for some all through their childhood. *End Bedwetting Forever* presents the most effective method for dealing with bedwetting currently in use. **#0580 \$5.50 Ea.**

**#0581 Working With OVERactive Children** by Rob Sweeney. Revised 2005: Two common terms are used when dealing with children with difficult behaviors - hyperactive and overactive - the terms refer to different concepts: hyperactive refers to a disordered condition; overactive refers to a type of behavior. Overactive behaviors are actions of the child which interfere with that child's ability to cope with his environment or get along with others. **#0581 \$5.50 Ea.**

**#M038 Robby** - by Ellen van Boggelen, Loss in universal - everyone experiences loss in many forms and react in many ways. Children in foster care experience the loss of their family; their parents, the loss of the child; and, foster families experience the loss of the child returning home or moving into adoptive placement. This is the story of the permanent loss - the death of a child. From the perspective of the foster family, "Robby" explores the ultimate loss and how the foster family shared, coped and grew from the experience. "Robby" provides a course in separation and loss ... and resolution from the fostering perspective. **#M038 \$3.00 Ea.; 10+ \$2.40 Ea.**

**#334 Helping Children Overcome Emotional Obstacles to Independence**, by Margaret Beyer, offers a comprehensive discussion of how we may aid the adolescent to make peace with the past, help with complex identity issues, improve their self-esteem, form trusting relationships, and, understand their feelings. Dr. Beyer also discusses developing independent living programs and provides the reader with a "Moving Towards Independent Living" Checklist as an instrument for assessing the adolescent's independent living profile. **#334 - \$2.50 Ea.**

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