

Texas Licensed Child-Placing Agency Administrator (LCPAA) Set 5 Practice Exam (Sample)

Study Guide



Everything you need from our exam experts!

Copyright © 2026 by Examzify - A Kaluba Technologies Inc. product.

ALL RIGHTS RESERVED.

No part of this book may be reproduced or transferred in any form or by any means, graphic, electronic, or mechanical, including photocopying, recording, web distribution, taping, or by any information storage retrieval system, without the written permission of the author.

Notice: Examzify makes every reasonable effort to obtain accurate, complete, and timely information about this product from reliable sources.

SAMPLE

Table of Contents

Copyright	1
Table of Contents	2
Introduction	3
How to Use This Guide	4
Questions	5
Answers	9
Explanations	11
Next Steps	17

SAMPLE

Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

How to Use This Guide

This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:

1. Start with a Diagnostic Review

Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.

2. Study in Short, Focused Sessions

Break your study time into manageable blocks (e.g. 30 - 45 minutes). Review a handful of questions, reflect on the explanations.

3. Learn from the Explanations

After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.

4. Track Your Progress

Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.

5. Simulate the Real Exam

Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.

6. Repeat and Review

Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.

There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!

Questions

SAMPLE

- 1. What confidentiality principle governs information shared with guardians ad litem or CASA volunteers?**
 - A. Share all information with guardians ad litem or CASA volunteers.**
 - B. Maintain confidentiality and respect roles.**
 - C. Never share any information.**
 - D. Guardians ad litem or CASA volunteers are exempt from confidentiality.**

- 2. When must a non-emergency admission assessment be completed?**
 - A. After admission**
 - B. On the admission date**
 - C. Not required**
 - D. Before admission**

- 3. Are there any caseload requirements for child placement staff?**
 - A. There are no caseload requirements for child placement staff.**
 - B. Caseloads must be limited to 20 cases.**
 - C. Caseloads must be at least 5 cases.**
 - D. Caseloads must be capped at 40.**

- 4. Which statement correctly describes staffing for a branch office handling child-placement activities?**
 - A. You must assign a child placement management staff for each branch office to perform the child-placement activities.**
 - B. You may share one manager across multiple branches.**
 - C. Staff is not required for branch offices.**
 - D. Only quarterly staffing is permitted.**

- 5. What distinguishes instructor-led training from self-study?**
 - A. Instructor-led training includes interaction with the instructor; self-study does not.**
 - B. Self-study includes live web conferences with an instructor.**
 - C. Both require the same level of interaction.**
 - D. Neither requires interaction.**

- 6. For programs other than transitional living, the young adult must either come from another residential operation or be in the care of DFPS. Which option best describes this requirement?**
- A. They must come immediately from another residential child-care operation if the reason for admittance is consistent with a condition listed in §749.1103.**
 - B. They must be in the care of the Texas Department of Family and Protective Services.**
 - C. Both A and B.**
 - D. Neither A nor B.**
- 7. Which are essential components of a child case file?**
- A. Placement history**
 - B. Placement history, case plan, services, progress notes, medical/educational records, consents, and court orders.**
 - C. Only court orders**
 - D. Bank statements**
- 8. What is a key safety planning responsibility for the LCPAA administrator?**
- A. Oversee safety plans and regular risk assessments.**
 - B. Maintain building security.**
 - C. Schedule annual training seminars.**
 - D. Keep staff travel logs.**
- 9. Can a person perform community service hours at my agency?**
- A. Yes**
 - B. Maybe**
 - C. No**
 - D. Not specified**

10. What is typically required for license renewal for a LCPAA agency?

- A. Only a renewal fee**
- B. No requirements**
- C. Proof of ongoing compliance, renewal submissions, and any required inspections or trainings**
- D. Only a written report**

SAMPLE

Answers

SAMPLE

1. B
2. D
3. A
4. A
5. A
6. C
7. B
8. A
9. C
10. C

SAMPLE

Explanations

SAMPLE

1. What confidentiality principle governs information shared with guardians ad litem or CASA volunteers?

A. Share all information with guardians ad litem or CASA volunteers.

B. Maintain confidentiality and respect roles.

C. Never share any information.

D. Guardians ad litem or CASA volunteers are exempt from confidentiality.

The idea being tested is that information shared with guardians ad litem or CASA volunteers must be handled with confidentiality while still supporting their role in advocacy. They are part of the child's case team, so you provide enough information for them to understand the situation and advocate effectively, but only what is necessary and on a need-to-know basis. This protects the child's privacy and ensures sensitive details aren't disclosed indiscriminately. The volunteers themselves are bound by confidentiality and must keep what they learn private; they are not allowed to share information beyond their role or with people who aren't involved in the case. Sharing everything or ignoring confidentiality would risk the child's safety and trust, while sharing nothing would hinder advocacy. Provide relevant details—like safety concerns, medical or educational needs, and placement information—as appropriate to their responsibilities, while carefully limiting access to information that isn't needed for their role.

2. When must a non-emergency admission assessment be completed?

A. After admission

B. On the admission date

C. Not required

D. Before admission

Before admission, the non-emergency admission assessment should be completed. This timing ensures that the child's needs, safety concerns, health, education, family situation, and required services are understood and planned for before they enter care. Having the assessment ready informs the placement decision and allows the agency to arrange supports so the child's day-one care is appropriate and safe. Doing it after admission or on the admission date would delay essential planning, and saying it isn't required contradicts regulatory expectations for non-emergency admissions.

3. Are there any caseload requirements for child placement staff?

A. There are no caseload requirements for child placement staff.

B. Caseloads must be limited to 20 cases.

C. Caseloads must be at least 5 cases.

D. Caseloads must be capped at 40.

The main idea being tested is whether there are fixed numeric caseload requirements for child placement staff in the licensing framework. There aren't any mandated caseload numbers. The rules expect staff to be able to perform their required duties—such as conducting home studies, ongoing casework, visits, documentation, and timely reporting—and for agencies to manage workloads so these duties can be carried out effectively. While there isn't a specific cap, minimum, or target number prescribed by the regulation, agencies must demonstrate they can handle their workload in a way that protects children and maintains compliance. The other options propose exact counts, which aren't part of the regulatory requirements, so they aren't correct.

4. Which statement correctly describes staffing for a branch office handling child-placement activities?

A. You must assign a child placement management staff for each branch office to perform the child-placement activities.

B. You may share one manager across multiple branches.

C. Staff is not required for branch offices.

D. Only quarterly staffing is permitted.

Staffing for each branch that handles child-placement activities must include a designated child placement management staff member at that branch. This ensures there is accountable supervision, clear responsibility, and ongoing compliance with licensing requirements for every location where placement work takes place. Having a manager tied to a different branch or shared across locations creates gaps in supervision, slows response to local needs, and undermines consistent policy implementation, training, and record-keeping. Continuous, branch-specific oversight is needed because placement decisions, safety considerations, and documentation must be managed locally and in real time. The other options fail to provide the required local management presence, leave a branch without essential supervision, or ignore the need for ongoing staffing rather than infrequent checks.

5. What distinguishes instructor-led training from self-study?

- A. Instructor-led training includes interaction with the instructor; self-study does not.**
- B. Self-study includes live web conferences with an instructor.**
- C. Both require the same level of interaction.**
- D. Neither requires interaction.**

Interaction with an instructor in real-time distinguishes instructor-led training from self-study. In instructor-led sessions, learners receive live guidance, can ask questions, get immediate feedback, and see demonstrations as the instructor leads the learning process. This direct interaction helps clarify concepts and correct approaches during practice. In contrast, self-study is done independently by the learner without scheduled live instruction, relying on materials like modules, videos, or readings, with limited or no real-time feedback from a teacher. So the defining difference is the presence of live instructional interaction, which none of the self-study formats typically provide.

6. For programs other than transitional living, the young adult must either come from another residential operation or be in the care of DFPS. Which option best describes this requirement?

- A. They must come immediately from another residential child-care operation if the reason for admittance is consistent with a condition listed in §749.1103.**
- B. They must be in the care of the Texas Department of Family and Protective Services.**
- C. Both A and B.**
- D. Neither A nor B.**

The rule is about placement sources and oversight for non-transitional living programs. To admit a young adult, the placement must come from two approved avenues: first, the youth should be transferred directly from another residential child-care operation if the admission reason aligns with the conditions listed in §749.1103; second, the youth must be in the care of the Texas Department of Family and Protective Services (DFPS). Why this matters: transferring from an existing residential setting ensures continuity of care and that the admission fits the state's defined criteria for moving a youth between programs. Being in the care of DFPS provides the necessary child-welfare oversight, eligibility, and funding framework. Together, these requirements ensure the young adult is within the formal DFPS system and has an appropriate, monitored placement within a residential program. So both parts matter, describing the complete pathway for admission.

7. Which are essential components of a child case file?

- A. Placement history
- B. Placement history, case plan, services, progress notes, medical/educational records, consents, and court orders.**
- C. Only court orders
- D. Bank statements

A complete child case file includes placement history, a case plan, the services being provided, progress notes, medical and educational records, consents, and court orders. These elements together create a full, ongoing record of the child's placement, needs, and the agency's actions. Placement history shows how the child's living arrangements have changed and the reasons behind each move, which is essential for understanding stability and planning. The case plan lays out goals, timelines, and responsibilities, guiding what needs to be done to support the child toward permanency or well-being. Documentation of services tracks what is being provided, funds assigned, and how those services address the child's identified needs. Progress notes capture ongoing observations, decisions, responses to services, and any changes in the plan. Medical and educational records ensure health needs, medications, assessments, and school-related supports are coordinated and accessible to the team. Consents cover authorization for treatment and information sharing, protecting the child's privacy while enabling necessary cooperation among agencies and providers. Court orders document legal directions, such as custody, placement, or service mandates, which must be reflected in the file to remain compliant with the law and the court's decisions. Choosing only one element, like placement history, leaves gaps in planning and accountability. Relying solely on court orders misses the day-to-day management, services, and records that show how those orders are implemented. Bank statements, while financial in nature, do not provide the information needed to manage the child's care, safety, or legal obligations in a child welfare case.

8. What is a key safety planning responsibility for the LCPAA administrator?

- A. Oversee safety plans and regular risk assessments.**
- B. Maintain building security.
- C. Schedule annual training seminars.
- D. Keep staff travel logs.

Safety planning in a child-placing agency starts with a structured approach to protect children through clear, documented safety plans and regular risk assessments. The administrator is responsible for developing and maintaining those plans, ensuring they reflect current regulations, agency policies, and placement realities. Regular risk assessments reveal where hazards or gaps exist—such as supervision, transport, visits, and emergency procedures—and drive updates to policies, trainings, and drills. This ongoing loop keeps the agency prepared for incidents and in compliance with licensing standards. Other tasks like maintaining building security, organizing trainings, and keeping travel logs are important operational duties that support safety, but the primary safety planning responsibility is overseeing the safety framework itself through plans and continual risk assessment.

9. Can a person perform community service hours at my agency?

A. Yes

B. Maybe

C. No

D. Not specified

Community service hours must be completed through an organization that is approved to supervise and document those hours. A licensed child-placing agency isn't automatically set up to provide that formal supervision and the required records, and it involves confidential client work and specific safeguarding rules. Without a formal, approved arrangement with the supervising entity, the agency cannot count those hours. If someone needs to earn hours, they should coordinate with a court-approved program or a recognized nonprofit or governmental agency that can properly supervise and verify the time.

10. What is typically required for license renewal for a LCPAA agency?

A. Only a renewal fee

B. No requirements

C. Proof of ongoing compliance, renewal submissions, and any required inspections or trainings

D. Only a written report

Renewal hinges on showing ongoing compliance, not just paying a fee or submitting a single document. The best choice reflects the reality that license renewals typically require multiple elements to prove the agency still meets all standards. You must provide evidence of continuing compliance with licensing rules, submit the renewal forms with updated information, and complete any mandated inspections or trainings. That ongoing compliance can include updated policies and procedures, staff qualifications and background checks, incident or complaint records, and demonstrations that practices align with current laws and rules. Inspections or site visits may be required to verify that the program operates safely and within regulatory expectations, while mandatory trainings ensure staff and administrators stay current on essential practices. Because all these components together confirm the agency remains fit to operate under the license, this option best captures what renewal typically entails.

Next Steps

Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.

As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.

If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.

Or visit your dedicated course page for more study tools and resources:

<https://txlcpaaset5.examzify.com>

We wish you the very best on your exam journey. You've got this!

SAMPLE