

Treatment: Options For Placement

Voluntary Placement: Changing Voluntary Placements

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Policy DCF shall ensure that the parent(s) or guardian is notified in writing whenever there is a change in a voluntary placement.

Procedure Whenever a child is to have a change in placement, such changes must be discussed with the parent(s) or guardian prior to the change. In the case of emergencies, the worker shall inform the parent(s) or guardian as quickly as possible. Such notification shall be made on an oral basis followed by a written notice.

Social work staff shall:

- discuss any changes with the parent(s) or guardian in all non-emergency situations
- advise the parent(s) or guardian of their right to challenge the Department's decision and of their right to request a treatment plan review
- attempt to notify the parent(s) or guardian immediately by telephone and confirm in writing, utilizing Notification to Parent(s)/Guardian of Change of Placement (DCF-2030), within two (2) working days, of the change in placement and the reasons for the change
- attempt to discuss the reasons for the placement change within two (2) working days in all emergency situations and to complete the DCF-2030 within two (2) working days to provide written notification with a return receipt.

Note: Please refer to 36-75-1, Changes in Visitation or Placement: Parental Notification.
