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Office of Program Performance and Reporting

Authorized Signature

Number: CW_IM_08_010
Issue Date: 05/09/2008

Topic: Foster Care

Subject: Update to the "Using Case Review and Legal Tracking Systems" manual and procedures.

Applies to (check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input checked="" type="checkbox"/> Children, Adults and Families | <input type="checkbox"/> Seniors and People with Disabilities |
| <input type="checkbox"/> County DD Program Managers | <input type="checkbox"/> Other (please specify): |

Message:

Effective May 1, 2008, court orders that establish DHS temporary custody will be input into IIS (ICMF screen) regardless of the placement of the child.

- If the court grants DHS temporary custody and the child remains in the home, the court order will need to be input into IIS.
- Use the same court codes described on the IIS Codes for Eligibility Monthly income, Court Records & Juvenile Codes reference sheet (form CF 890).
- These court orders will not begin the Adoption and Safe Families Act (ASFA) timeline for six month review hearings and annual permanency hearings.
- The ASFA timeline remains the same and will begin when the child is removed from the home.

Note: The ASFA manual (formerly known as the "Using Case Review and Legal Tracking Systems" manual) is being updated and will be available on-line soon. This will allow us to provide more consistent updates for staff responsible for inputting the legal information into IIS.

Please print this information memorandum and place it in your existing manual, for future reference, until the manual is updated and on-line.

If you have any questions about this information, contact:

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