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ORANGE COUNTY SOCIAL SERVICES AGENCY
CFS OPERATIONS MANUAL

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Abuse Investigations—Protective Interventions

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Purpose

To provide guidelines when protective interventions are needed to ensure child safety and prevent further abuse and neglect.

Approved

This policy was approved by Gary Taylor, Director of CFS, on November 16, 2012. *Signature on file*.

Most Recent Revision

This revision of the Policy and Procedure (P&P) includes:

- Replacement of the previous requirement to obtain "concurrence" for placing a child into protective custody
- Guidelines for consultation with law enforcement at the conclusion of a joint child abuse investigation to determine whether the responding law enforcement officer will place the child into protective custody pursuant to Welfare and Institutions Code (WIC) Section (§) 305
- Guidelines for placing a child into protective custody pursuant to WIC § 306
- Guidelines for completing the revised *Application for Petition (F063-28-43)*
- Guidelines for informing (rather than obtaining "concurrence" from) law enforcement when placing a Hospital Hold
- Removal of Procedure sections, now incorporated into Policy

Background

It is necessary to implement protective interventions when a child has suffered abuse or neglect or is at risk of suffering abuse or neglect. At the conclusion of a child abuse investigation, the assigned Senior Social Worker (SSW) will determine the least restrictive intervention. The child's safety, physical well-being, and emotional well-being must be protected, with the goal of supporting the family as it works towards overcoming the issues that resulted in Children and Family Services (CFS) intervention.

Legal Mandates

California Department of Social Services (CDSS) Policies and Procedures Manual, Division 31-125 provides the legal mandate for completing an Emergency Response (ER) investigation to determine whether a child is "…at risk and in need of services" pursuant to WIC § 300 (a–j).

CDSS Policies and Procedure Manual, Division 31-130 provides the legal mandate for requesting the assistance of law enforcement when the "…physical safety of family members or county staff is endangered."

WIC § 300 describes the conditions under which a child may be adjudicated a dependent of the juvenile court.

WIC § 301 outlines the conditions under which a social worker can provide a family with a "…program of supervision in lieu of filing a petition or subsequent to dismissal of a petition on behalf of a child who is within the jurisdiction of the juvenile court or will probably soon be within the jurisdiction of the juvenile court."

WIC § 305 outlines the legal authority for a law enforcement officer to place a child into protective custody.

WIC § 306 outlines the legal authority for a social worker to place a child into protective custody.

WIC § 309 provides that within 30 days of a child being placed into protective custody, an investigation be completed to identify and locate all adult relatives of the child, for notification purposes.

WIC § 307.4 outlines the legal mandate to provide a parent or guardian with a written statement explaining their rights and the legal process upon a child being placed into protective custody.

WIC § 308 outlines the legal mandate to notify a parent upon a child being placed into protective custody. It also provides the guidelines for a child making telephone calls upon being placed into protective custody.

WIC § 309(b) provides the legal mandate to place a Hospital Hold for the purpose of placing a child into protective custody when the child is, "…under the care of a physician or surgeon or a hospital, clinic, or other medical facility and cannot be immediately moved…."

WIC § 329 outlines the legal mandate for filing an Application for Petition upon placing a child into protective custody.

Definitions

For purposes of this P&P, the following applies:

Exigent circumstances: An imminent situation that allows the social worker to avoid the usual procedure of obtaining a warrant in order to detain a child. This means a situation that requires immediate action to prevent bodily harm which is likely to occur in the time required for staff to obtain a warrant (i.e., a child's life or safety is threatened or evidence may dissipate if action is delayed). It is factual information at the time of child removal that establishes "reasonable cause to believe that the child is in imminent danger of serious bodily injury and that the scope of the intrusion is reasonably necessary to avert that specific injury." *(Wallis v. Spencer.)*

A situation considered exigent must have documentable factual information to indicate the child is in imminent danger of serious bodily harm and immediate action by the social worker is reasonably necessary to avert that specific injury.

POLICY

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Considerations When Implementing Protective Intervention

Child abuse investigations will be completed pursuant to CFS Policy and Procedure (P&P) Abuse Investigations—Practice Guidelines (A-0412). For guidelines specific to investigations and medical consultations on allegations of physical abuse and severe neglect for children ages three and younger, refer to CFS P&P Medical Assessment and Consultation (A-0418).

At the conclusion of an abuse investigation, the assigned SSW must determine whether it is necessary to implement protective interventions to ensure the physical and emotional well-being of the child. At a minimum, the decision will be based on the following:

- Outcome of all relevant Structured Decision Making (SDM) tools. See CFS P&P Structured Decision Making (D-0311)
- Findings of the child abuse investigation
- Input of the family regarding their strengths and needs
- Assessment of resources and support
- Assessment of feasibility of a safety plan that would ensure the protection of the child
- Evaluation of any additional safety and risk factors identified by the assigned SSW and Senior Social Services Supervisor (SSSS)

The most restrictive protective intervention is to place a child into protective custody. Pursuant to WIC § 306(b), “Before taking a minor into custody, a social worker shall consider whether the child can safely remain in his or her residence. The consideration of whether the child can remain safely at home shall include, but not be limited to the following factors:”

A. “Whether there are any reasonable services available to the worker which, if provided to the minor's parent, guardian, caretaker, or to the minor, would eliminate the need to remove the minor from the custody of his or her parent, guardian, or caretaker.”

B. “Whether a referral to public assistance would eliminate the need to take temporary custody of the child.”

C. “Whether a nonoffending caretaker can provide for and protect the child from abuse and neglect and whether the alleged perpetrator voluntarily agrees to withdraw from the residence, withdraws from the residence, and is likely to remain withdrawn from the residence.”

Further, when considering any intervention, the assigned SSW must attempt to ensure that no protective intervention will:

- Disrupt the family unnecessarily
- Intrude inappropriately into family life
- Prohibit the use of reasonable methods of parental discipline
- Prescribe a particular method of parenting

OC Safety Plan

An *Orange County (OC) Safety Plan (F063-25-453)* will be completed when one or more safety threats are identified in a SDM Safety Assessment and any child will remain in the home. For instruction on the completion of safety plans, refer to “Safety Plan” Policy section of CFS P&P Structured Decision Making (D-0311).

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Types of Protective Interventions

Taking into consideration the factors outlined above, the SSW will implement the least restrictive protective intervention necessary to ensure the child's safety, protection, and physical and emotional well-being. Types of protective interventions are outlined below, beginning with the least restrictive intervention to the most restrictive intervention:

A. **Education:**
Regardless of whether other protective interventions will be implemented, during the course of every child abuse investigation, the assigned SSW will educate the client about:

- Child abuse and neglect laws
- The parent's/legal guardian's responsibility to protect the child
- The possible repercussions of failing to protect the child
- The possible effects a child may suffer due to exposure to ongoing acts of abuse or neglect

The assigned SSW will utilize available sources of information in educating a parent/legal guardian regarding these issues, the specific issues that resulted in CFS intervention, and, if necessary, provide the parent/legal guardian with copies of such resources for review. These resources include, but are not limited to, California codes, reading lists, and informational handouts.

B. **Community Referrals:**
The assigned SSW will provide referrals for appropriate community resources, for any issues of concern identified during the abuse investigation. Whenever possible, the SSW will provide referral information in person, rather than by mail. The SSW will engage the parent/legal guardian in discussion about the referral information and provide direct assistance to access resources, when needed.

When appropriate, the assigned SSW will follow-up with the parent/legal guardian to encourage utilization of referrals and ensure initial contact with service providers.

When providing referrals, the assigned SSW will consider the parent's/legal guardian's:

- Level of functioning (e.g., presence of developmental delays or learning disabilities)
- Ability to access resources, including any transportation difficulties
- Geographic region
- Language needs

The assigned SSW will document all referrals provided in the "Placement Prevention Efforts" section of the Child Welfare Services/Case Management System (CWS/CMS) Investigation Narrative, including any assistance given to access resources. Refer to CFS P&P Abuse Investigations—Findings, Documentation, and Cross Reporting (A-0305) for documentation guidelines.

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C. **Team Decision Making (TDM):**
Pursuant to the guidelines outlined in CFS P&P Team Decision Making (D-0308), a TDM may be held at the request of the assigned SSW at any time during the abuse investigation to evaluate options for implementing a plan to ensure a child's safety, protection, and physical and emotional well-being.

D. **Voluntary Placement (VP) Services:**
A child may be voluntarily placed into the care and custody of CFS for a period not to exceed six months, provided the following conditions have been met:

- Child is not presently a dependent of the Juvenile Court
- Parent/legal guardian has requested assistance, is cooperative, and agrees to the need for out-of-home placement and the reason(s) for placement
- Parent/legal guardian is unable to arrange for the care, supervision, and protection of the child without VP services
- There is reason to believe the case plan goals can be achieved within six months of the date of VP
- Current circumstances did not necessitate prior Juvenile Court intervention

For further information regarding assessment and initiation of a Voluntary Placement Agreement, refer to CFS P&P Voluntary Placements (K-0901).

E. **Voluntary Family Services (VFS):**
Voluntary Family Services may be offered when:

1. There is a substantiated allegation and at least one child in the home is at serious risk of removal and placement into foster care.

2. Service delivery is a sufficient intervention for ensuring a child's safety, protection, and physical and emotional well-being, while maintaining the child in his family's home.

3. The parent/legal guardian is willing to participate in services and is advised that if the preventive services are not effective, Juvenile Court intervention will be necessary to ensure the child's safety.

Refer to CFS P&P Voluntary Family Services (VFS) and Informal Supervision (M-0106) for further information on referring a family for VFS.

F. **Program of Informal Supervision (WIC § 301):**
Offering Informal Supervision pursuant to WIC § 301 is a more restrictive intervention than referring a family for VFS. Informal Supervision may be implemented after an *Application for Petition (F063-28-43)* has been completed and in lieu of filing a petition when the parent/legal guardian is able to enact a plan that ensures the child's immediate safety, protection, and physical and emotional well-being.

A petition may be filed on behalf of a child whose parent is receiving Informal Supervision services pursuant to WIC § 301 when the parent no longer cooperates with services provided or adheres to the safety plan developed to ensure the child's safety, protection, and physical and emotional well-being. For example:

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- *A mother agrees to have her live-in boyfriend, who physically assaulted her while she held her one-year-old child, immediately move from her home. However, three months after enacting this safety plan and agreeing to the terms of a case plan, she allows the boyfriend, who has not participated in any intervention to address issues related to domestic violence, to move back into her residence with her and her child, thus placing the child at imminent risk of physical harm*

Refer to CFS P&P Voluntary Family Services (VFS) and Informal Supervision (M-0106) for further information on offering Informal Supervision (WIC § 301) to a family.

G. **Filing a Petition:**

When an abused or neglected child fits the descriptions set forth under WIC § 300, subdivisions (a) through (j), a petition may be filed in order to obtain Court supervision, including having the Juvenile Court order a child placed into protective custody. A petition may be filed regardless of whether the child remains in the home of a parent or is taken into protective custody.

A petition may be filed when:

1. A child remains in the care of both parents. For example:

   - *A child with extensive medical needs, whose parents require intensive supervision and support, including the supervision of the Juvenile Court, to follow through with obtaining the care the child requires*

2. A child remains in the care of one parent. For example:

   - **Example 1:** *A child who resides in the care of both her parents, who each have physical and legal custody of the child. The child's father physically abuses the child, while the child's mother is assessed to be able and willing to protect the child from further harm. The child is left with mother and father moves from the home*
   - **Example 2:** *A child is removed from the care of her mother who has physical and legal custody of the child and placed with her father, who does not have legal or physical custody, upon the child being physically abused by her mother*

   The *Agency-Parent/Guardian Temporary Agreement (F063-28-149)* and *Initial Petition Hearing/Detention Hearing—Parent/Guardian Facesheet (F063-28-159)* will be completed when filing a petition on behalf of a child who remains in the care of one or both parents.

3. A child is placed into protective custody (removed from the care of both parents).

Refer to CFS P&P Dependency Intake (A-0502) for further information regarding filing a petition.

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Filing a Petition—Child's Whereabouts Unknown

A petition may be filed on behalf of a child whose whereabouts are unknown when:

A. A parent absconds with the child before the child can be placed into protective custody.

B. A child's sibling is placed into protective custody and the child is considered to be at imminent risk of suffering physical or emotional harm or neglect.

A *Warrant of Arrest (F063-25-701)* and *Declaration to Support Warrant (F0912-28-39)* will be submitted with the Detention Hearing Report (DHR) and petition pursuant to CFS P&P Warrants (G-0901) when filing a petition on behalf of a child whose whereabouts are unknown.

Refer to CFS P&P Dependency Intake (A-0502) for further information regarding filing a petition and DHR.

Assessing Alternative Protective Interventions for Multiple Children

An evaluation of the safety issues regarding **every** child must be completed when it is determined that only one child in the family has suffered abuse or neglect. The assigned SSW will consult with a SSSS before placing one child in a family into protective custody while implementing a less restrictive intervention or no protective intervention at all for the child's sibling.

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Guidelines for Protective Custody

Pursuant to CFS P&P Abuse Investigations-Practice Guidelines (A-0412), regardless of allegation type, when there is a disclosure of abuse or neglect and/or physical injury which may result in protective custody or a police report, the assigned SSW will contact law enforcement to request in-person response to complete a joint investigation.

Immediate action must be taken to place a child into protective custody once it is determined that this is the required protective intervention. Any delay in doing so could result in the child suffering continued harm or place the child at increased risk of imminent harm.

Follow the guidelines below when placing a child into protective custody:

A. **Agency Placing Child into Protective Custody:**

1. Law Enforcement: At the conclusion of a joint child abuse investigation conducted with law enforcement, the assigned SSW will determine whether the responding law enforcement officer will place the child into protective custody, including completing the *Application for Petition (F063-28-43),* pursuant to WIC § 305.

2. SSA/CFS: If the responding law enforcement agency declines to place the child into protective custody, the assigned SSW may do so pursuant to:

   a. WIC § 306 (e.g., exigent circumstances), when all of the following apply:

   • The social worker has reasonable cause to believe the child is a person described by WIC § 300 (b) or (g)
   • The child is at imminent risk of harm, or further harm, based on one or more of the following:
      • The child has an immediate need for medical care, –OR–
      • The child is in immediate danger of physical or sexual abuse, –OR–
      • The physical environment or the fact that the child is left unattended poses an immediate threat to the child's safety

   A SSW will place a child into protective custody only when all other protective interventions outlined above have been considered and determined to be insufficient for ensuring the child's safety, protection, and physical and emotional well-being.

   The approval of a SSSS must be obtained prior to placing a child into protective custody.

   b. Protective Custody Warrant:

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- If a determination has been made that protective custody is the required protective intervention yet no parental consent or exigent circumstances exist, staff will apply for a warrant pursuant to "Protective Custody Warrants" Policy section of CFS P&P Warrants (G-0901).
- Upon issuance of the warrant, the assigned SSW will place the child into protective custody with the assistance of law enforcement. (Refer to the "Law Enforcement Assistance" section below regarding further guidelines for requesting and utilizing law enforcement assistance.)
- When placing a child into protective custody pursuant to WIC § 306 or Protective Custody Warrant, the assigned SSW will complete the *Application for Petition (F063-28-43)*, including, as applicable, documenting the name of the bench officer who issued the warrant and the date on which it was issued.
- The assigned SSW who conducted the investigation and assessed the facts to conclude the necessity of placing the child into protective custody will complete and sign the *Application for Petition (F063-28-43).* (Refer to the " *Application for Petition [F063-28-43]*" section below regarding further guidelines for completion of the *Application for Petition [F063-28-43].*)

c. Filing Petition: A petition and Initial Petition Hearing Report (refer to CFS P&P Dependency Intake [A-0502] for guidelines for writing an Initial Petition Hearing Report) may be filed to request the Juvenile Court to order a child placed into protective custody when:

- It is determined that the circumstances do not require immediate intervention (e.g., the child's parents are incarcerated, institutionalized, or their whereabouts are unknown and the child is living with safe, appropriate relatives)
- A bench officer denies a warrant request

B. **Law Enforcement Assistance:**
To ensure the safety of all involved, it is best practice for law enforcement to be present prior to initiating placement of a child into protective custody.

Law enforcement assistance may be requested for transporting a child into protective custody. CFS staff will transport a child being placed into protective custody pursuant to CFS P&P Transportation of Children (D-0307) if law enforcement is unable to transport multiple children and/or refuses to transport for the purpose of placing a child into protective custody. CFS staff will discuss any concerns regarding their ability to transport a child with their supervisor.

C. **Parent's Guide to Dependency Proceedings:**
Pursuant to WIC § 307.4, upon placing a child into protective custody, the assigned SSW will provide the parent, guardian, or responsible relative with a copy of the *Parent's Guide to Dependency Proceedings* pamphlet (*F063-28-290* in English or *F063-28-290SP* in Spanish), whichever meets their language needs.

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D. **TDM:**
The assigned SSW will advise the parent or guardian of TDM and provide *TDM Brochure (F063-28-382)*. **Note:** Call to schedule the TDM meeting with TDM Scheduler as soon as possible.

E. ***Application for Petition (F063-28-43)*:**
The following guidelines will be followed when completing the *Application for Petition (F063-28-43)*.

1. Complete for every child in a family who is placed into protective custody or for whom court supervision is necessary to protect the child's well-being. (Children are considered to be of the same family when they have the same mother.)

   Note: As applicable, information common for each child in a family may be copied from one sibling's *Application for Petition (F063-28-43)* to another sibling's *Application for Petition (F063-28-43).*

2. Each section of the *Application for Petition (F063-28-43)* will be completed pursuant to the directions provided on the *Application for Petition (F063-28-43)* and must have an original signature of the law enforcement officer or SSW who placed the child into protective custody.

3. Indicate denial of an *Application for Petition (F063-28-43)* by checking the "Application for Petition Denied" box on the *Application for Petition (F063-28-43).*

   Enter a CWS/CMS contact documenting the consultation with the SSSS and/or PM that resulted in the determination to deny the *Application for Petition (F063-28-43)*. Document the specific change in circumstances and the assessment of the change in circumstances, which provided the basis for making this determination. **Note:** For parachute cases, this information will also be included in the Investigation Narrative.

F. **Placement:**

1. The assigned SSW will ask the parent to identify relatives and/or non-relative extended family members (NREFMs) for placement. Placement resources will be assessed as soon as possible upon a child being placed into protective custody. The ER SSW will facilitate this process by obtaining the information required to complete the placement assessment and will immediately provide this information to the Diversion Unit.

   The required information includes the relative's/NREFM's:

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- Full legal name
- Aliases
- Maiden name
- Date of Birth
- Social Security Number
- Driver's license number or California Identification number
- Work, home, and/or cellular telephone numbers, and home address

Note: For further information regarding completion of background clearances and evaluation of relatives/NREFMs for placement, refer to CFS P&Ps Relative/NREFM Placement Assessments (K-0105) and Clearances—Relative Assessment (K-0101).

The ER SSW will also ask the parent(s) and child to identify adult relatives for relative notification purposes. All relative information obtained (i.e., full name, relationship to child, address, and telephone number) during the ER investigation will be documented in section "VII. Permanency Options" of the *Application for Petition (F063-28-43)* and forwarded to the assigned Information Processing Technician (IPT) for input into the CWS/CMS Collateral Notebook (if not already entered).

2. The ER SSSS may authorize a waiver for a child to remain in the care of a relative or NREFM for 24 hours, pending an evaluation by the Diversion Unit. The assigned ER SSW will complete the following **before** requesting a waiver:

   - Observe the entire residence, including where the child sleeps, and determine that there are no safety hazards
   - Obtain and review criminal and child abuse records regarding **every** adult who resides in the home
   - Complete an assessment and determine there are no safety issues that pose a risk to the child's immediate safety and physical and emotional well-being

3. The assigned SSW will complete the *Placement Referral (F063-28-120)* and provide it to OCFC Intake worker.

   When indicated, the placing SSW will complete the *Placement In formation Change (PIC) (F063-28-301)* pursuant to CFS P&P Placement Change Notification (K-0209).

4. The assigned SSW will make arrangements for telephone calls and visitation if the child is placed in a foster home, or with a relative or NREFM.

Hospital Hold

A *Hospital Hold (F063-25-125)* will be placed for any child described in WIC § 300, who, pursuant to WIC § 309(b), "… is under the care of a physician or surgeon or a hospital, clinic, or other medical facility and cannot be immediately moved…." A Hospital Hold is utilized for placing a hospitalized child into protective custody. The guidelines for protective custody outlined above will be followed when placing a Hospital Hold.

Upon placing a Hospital Hold, the assigned SSW will:

- Provide the Charge Nurse (or other hospital staff if not available) with the *Hospital Hold (F063-25-125)*
- Advise Charge Nurse or Hospital Social Worker of guidelines for parent's contact with child while hospitalized

Law enforcement assistance may not be required when placing a Hospital Hold. However, regardless of whether the assistance of law enforcement is required, the law enforcement agency in the jurisdiction in which the child is placed into protective custody will be contacted to inform them of the circumstances necessitating placing the child into protective custody for that law enforcement agency to assess whether those circumstances require criminal investigation.

Note: Hospital holds may require a warrant if exigency does not exist. Refer to the "Protective Custody Warrants" Policy section of CFS P&P Warrants (G-0901) for further direction.

Parent Notification of Custody

Pursuant to WIC § 308, upon placing a child into protective custody, the assigned SSW will:

- Take immediate steps to notify the child's parent, guardian, or a responsible relative that the child is in custody
- Inform the child's parent/legal guardian that the child has been placed in a facility authorized by law to care for the child
- Provide a telephone number at which the child may be contacted (while not releasing "the address of any licensed foster family home in which the child has been placed")

Child's Telephone Rights

Pursuant to WIC § 308, no later than one hour after placing a child ten years or older into protective custody, the assigned SSW will advise the child of his right to make two telephone calls, including one to his parent, guardian, or responsible relative, and one call to an attorney. The initial call will occur no later than the first five hours after the child has been taken into protective custody. These calls will be made:

- At public expense if completed to telephone numbers within the local calling area
- In the presence of a public officer or employee

Any public officer or employee who willfully deprives a child of his right to make these telephone calls is guilty of a misdemeanor.

Refer to CFS P&P Telephone Rights (D-0411) and Orangewood *Personal Rights Form (F063-40-127)* for further guidelines regarding a child's telephone rights.

Documentation

Refer to CFS P&P Abuse Investigations—Findings, Documentation, and Cross Reporting (A-0305) for guidelines regarding documentation of protective interventions in the CWS/CMS Investigation Narrative.

REFERENCES

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Attachments and Data Entry Standards

Click on the links below to directly access attachments to this P&P and any Data Entry Standards referred to.

None.

Hyperlinks

Users accessing this document by computer may create a direct connection to the following references by clicking on them.

- CFS P&P Abuse Investigations—Practice Guidelines (A-0412)
- CFS P&P Abuse Investigations—Findings, Documentation, and Cross Reporting (A-0305)
- CFS P&P Clearances—Relative Assessment (K-0101)
- CFS P&P Dependency Intake (A-0502)
- CFS P&P Medical Assessment and Consultation (MAC) (A-0418)
- CFS P&P Placement Change Notification (K-0209)
- CFS P&P Relative/NREFM Placement Assessments (K-0105)
- CFS P&P Structured Decision Making (D-0311)
- CFS P&P Transportation of Children (D-0307)
- CFS P&P Telephone Rights (D-0411)
- CFS P&P Team Decision Making (D-0308)
- CFS P&P Voluntary Family Services (VFS) and Informal Supervision (M-0106)
- CFS P&P Voluntary Placements (K-0901)
- CFS P&P Warrants (G-0901)

Other Sources

Other printed references include the following:

None.

REQUIRED FORMS

Online Forms

Required forms listed below may be printed out and completed, or completed online, and may be accessed by clicking on the link provided.

Form Name	Form Number
Warrant of Arrest	F063-25-701
Declaration to Support Warrant	F063-28-39
Initial Petition Hearing/Detention Hearing-Parent/Guardian Facesheet	F063-28-159
Application for Petition (Dependent Child)	F063-28-43

Hard Copy Forms

Forms listed below must be completed in hard copy (including multi-copy NCR forms). ***For reference purposes only,*** links are provided to view these hard copy forms, where available.

Form Name	Form Number
OC Safety Plan	F063-25-453
OC Safety Plan (Spanish)	F063-25-453Sp
OC Safety Plan (Vietnamese)	F063-25-453VN
Hospital Hold	F063-25-125

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Orange County Social Services Agency Referral for Children and Family Services Contractors	F063-25-238
Orange County Social Services Agency Referral for Children and Family Services Contractors (Spanish)	F063-25-238SP
Agency-Parent/Guardian Temporary Agreement	F063-28-149
Personal Rights	F063-40-127

CWS/CMS Forms

The following required forms may **only** be obtained in CWS/CMS. ***For reference purposes only,*** links are provided to view these CWS/CMS forms, where available.

Form Name	Form Number
Placement Information Change (PIC) Notice	F063-28-301
Placement Referral	F063-28-120

Brochures

Brochures to distribute in conjunction with this procedure include:

Brochure Name	Brochure Number
Parent’s Guide to Dependency Proceedings	F063-28-290
Parent’s Guide to Dependency Proceedings (Spanish)	F063-28-290SP
Your Rights Under California Welfare Programs	PUB 13
TDM Brochure	F063-28-382
TDM Brochure (Spanish)	F063-28-382sp

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