

NOTICE OF RULE MAKING

Pursuant to A.C.A. § 20-76-201, the Director, Division of Children and Family Services issues proposed changes to the DCFS Family Services Forms Manual. This is regular promulgation of forms that were revised or developed to streamline the Adoption and Foster Care application process.

NEW FORMS

- 1. CFS-342 State Police Criminal Record Check and Instructions**
This form was developed by merging CFS-342A (Foster Care Criminal Record Check) and CFS-342B (State Adoptions Criminal Record Check). CFS-342A and CFS-342B are rescinded.
- 2. CFS-349 Request for Local Criminal Record Check and Instructions**
This form was developed by merging CFS-349A (Request for Local Criminal Record Check of Adoptive Parents) and CFS-349B (Request for Local Criminal Record Check of Foster Parents). CFS-349A and CFS-349B are rescinded.
- 3. CFS-400 Adoption/Foster Home Study Application**
This form was developed by merging CFS-400_1 (Adoption Application) and CFS-450 (Foster/Home Study Application), CFS-400_2 (Adoption Services Applicant's Financial Statement), CFS-421-1 (Home Study/Supervision Client Questionnaire), and CFS-421-3 (Home Study Attachment, Adoption).
The following forms are rescinded: CFS-400_1, CFS-400_2, CFS-421-1, CFS-421-3, CFS-450, and attachment to CFS-450.
- 4. CFS-405 Guide Foster/Adoptive Home Assessment Guide**
This form was developed to serve as a guide for the CFS-405.
- 5. CFS-421 Reference Letter**
This form was developed by merging CFS-421-2 (Reference Letter for Home Study - Adoptions) and CFS-449 (Reference Letter – Foster Care).

REVISED FORMS

- 6. CFS-404 General Medical Report**
This form was revised by merging CFS-404 (General Medical Adoption Services) and CFS-478 (Physician's Report). CFS-478 will be rescinded.
- 7. CFS-405 Foster Care/Adoption Services Family Assessment Information**
The existing CFS-405 (Adoption Services Assessment Information) was revised by incorporating questions common to the foster care application process
- 8. CFS-409 Foster Care/Adoption Questionnaire**
The CFS-409 was revised by incorporating information common to the foster care application process.
- 9. CFS-446 In-Home Consultation Visit Report**
The existing CFS-446 was revised to incorporate foster care standards and new criminal records checks requirements.
- 10. CFS-455 Request/Consent for Department of Health Services and Instructions**
The CFS-455 was revised as follows: (1) Division of Health became Department of Health; (2) sanitarian became Environmental Specialist; and (3) 'foster parent' changed to 'applicant'.

11. CFS-489 Foster Parent Request for Consideration to Adopt

The CFS-489 was reformatted.

For copies of the proposed documents or to submit comments, contact: Division of Children and Family Services, P.O. Box 1437, Slot S570, Little Rock, Arkansas 72203-1437, Attention: Policy Unit. All comments must be submitted in writing within 30 days of the date appearing below or 30 days following the date of the newspaper notice, whichever is the longer period. If you need any material in a different format, such as large print, contact our Americans with Disabilities Act Coordinator at 501- 682-8830 (Voice) or 501- 682-1442 (TDD). The Arkansas Department of Human Services is in compliance with Titles VI and VII of the Civil Rights Act and operates, manages and delivers services without regard to age, religion, disability, political affiliation, veteran status, sex, race, color or national origin.

Pat Page,
Director, Division of Children and Family Services

Date