




STATE OF WASHINGTON
DEPARTMENT OF CHILDREN, YOUTH, AND FAMILIES
1500 Jefferson Street, SE • P.O. Box 40975 • Olympia WA 98504-0975

POLICY MEMO

July 10, 2023

TO: Child Welfare Employees

FROM: Natalie Green, Assistant Secretary 

RE: Changes to [4307. Voluntary Placement Agreement](#) policy

EFFECTIVE DATE: July 23, 2023

SUNSET REVIEW DATE: July 23, 2024

Purpose

The purpose of this memo is to provide guidance to Child Welfare employees of the updated policy and procedures requirements to align with [Senate Bill \(SB\) 5124](#) that updates [RCW 74.13.031](#) effective on July 23, 2023.

The policy is under full review for further revisions, but the following changes will take effect July 23, 2023.

New Policy Requirements

When caseworkers are considering out-of-home placement, they:

- Must continue to use Voluntary Placement Agreement (VPA) as outlined in the current policy.
- May now place with suitable persons as a placement option.

New Procedural Requirements

When caseworkers have confirmed they are going to place a child on a Voluntary Placement Agreement, they:

- Must use the updated [Voluntary Placement Agreement DCYF 09-004B](#) form and destroy all prior versions.

Questions

If you have any questions, please contact Tarassa Froberg, CPS/FVS Program Manager at tarassa.froberg@dcyf.wa.gov, or 360-515-8092.

Cc: Brenda Villarreal