




**STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
CHILDREN'S ADMINISTRATION**

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TO: Regional Administrators
Deputy Regional Administrators
DCFS Area Administrators
Administrator, Licensed Resources
Area Administrators, Licensed Resources
Children's Administration Staff

FROM: Becky Smith, Director 
Field Operations, Children's Administration

SUBJECT: FamLink Visitation Codes & Policy Update for Monthly Social Worker Visits with Parents

I am writing to you about the final phase for the implementation of the monthly social worker visits with parents. FamLink visitation activity codes have been created so you can accurately capture the work you already do when completing monthly visits with parents. Collaborating with families on a regular basis assists in completing family centered case plans that address the unique needs of the parents and children. Having regularly scheduled visits with parents builds a partnership so parents are engaged in planning for the safety, permanency and well-being of their children.

The New FamLink codes include:

- Social worker visit with parent (mother)
- Social worker visit with parent (Attempted)
- Social worker visit with parent (father)

FamLink Extension/Exceptions page now includes the following:

- a. The mother or father(s) whereabouts is unknown after ongoing diligent efforts to locate them.
- b. A parent was located indicated no interest in being involved in the child's life or refuses to have contact with the agency.
- c. Visit between the social worker and the mother or father is contrary to the child's safety or social worker safety.
- d. Parental rights for the mother or father were terminated with no plan for parental involvement.
- e. Mother or father is deceased.

The [Social Worker Monthly Health and Safety Visits -4420](#) policy has also been updated to support the new visitation requirements.

Additional Resources: [Screenshot for SW Parent Visit Documentation](#) & [Quick Help Guide-Case Notes](#)