



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
CHILDREN'S ADMINISTRATION
1115 Washington St. SE OB2 • PO Box 45040 • Olympia WA 98504-5040

June 28, 2012

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 Division

Subject:

Family and Safety Assessment Policy Change

I am writing to let you know about a policy change being made to the **Family Assessment and Safety Assessment** timeframe requirements.

Current policy requires that a:

- Family assessment is completed within 30 calendar days of a case being assigned to FVS or CFWS.
- Safety assessment is completed by CPS within 10 calendar days from date of intake.

New policy requires that a:

- Family assessment is completed within **45 days** of a case being assigned to FVS or CFWS to align this work with practice and how cases flow through the court system.
- Safety assessment is completed by CPS within **30 days** from the date of intake to allow additional time to assess for impending danger.

These policy changes are effective **July 1, 2012**. Policies have been updated and are in the Child Safety Section and on-line trainings can be accessed at Child Safety Framework Online Training.

If you have questions regarding these changes, please contact Vickie Stock by email at Vickie.Stock@dshs.wa.gov or phone at 360-902-8074.