



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

DATE: October 2, 2018

TO: Connie Lambert-Eckel, Assistant Secretary of Child Welfare Field Operations
Luba Bezbordnikova, Assistant Secretary Licensing
Edith Hitchings, Director of Administrative Services
Steven Grilli, Director of Child Welfare Programs
Nicole Rose, Director of Provider Supports

FROM: Heather Moss, Deputy Secretary of Operations and Infrastructure

SUBJECT: Child Welfare Policy and Rule Changes in Response to Family First Prevention Services Act (FFPSA)

DCYF is updating the following policies in the Practices and Procedures Guide to comply with the recent implementation of the Family First Prevention Services Act. These changes are effective October 1, 2018. Please share this information with your employees.

6800 Background Check policy and Guide to Background Checks

- Prior to DCYF authorizing employment, all group care facility employees, including those not working directly with children, must complete:
 - A fingerprint-based background check; and
 - An out-of-state child and abuse history check for each state if the individual has lived out-of-state in the previous five years.
 - The individual may still begin employment on a provisional basis while fingerprints are pending if the individual has not lived in any other state in the last three years and passes the name-based background check.
- Other changes were made to clarify when background checks are completed:
 - Fingerprint-based background checks are required for individuals age 16 and 17 who have lived outside of Washington State in the last three years, instead of a name-based background check.

- Name-based background checks may be completed on youth under the age of 16 with supervisor approval to ensure the safety of the foster child in the home.
- Background checks are not required for youth in Extended Foster Care.

For questions related to this policy, please contact Chris Parvin, HQ Provider Supports Administrator at (360) 407-5501 or chris.parvin@dcyf.wa.gov.

4518 Substance Use Disorder Testing, Assessment and Treatment policy

- Policy was updated to include current practice when a child in the placement and care authority of DCYF resides with their parent in a licensed residential treatment facility (RTF) for substance abuse. As of October 1, 2018, payments can be made to licensed RTFs for substance abuse for the child's incidentals up to twelve months.
- Caseworkers will continue to do the following when a child resides with their parent in a licensed RTF for substance abuse:
 - Update the child's case plan;
 - Update the parents address in FamLink; and
 - Document the date the child is residing with their parent in the facility.

For questions related to this policy, please contact Taku Mineshita, HQ Systems Integration Program Manager at (360) 902-7928 or taku.mineshita@dcyf.wa.gov.

Thank you for your attention to this information.

Attachments (3):

- 1) Policy #6800 | Background Check Policy
- 2) Policy #4518 | Substance Use Disorder Testing assessment & Treatment
- 3) Policy Guide to Background Checks

cc: Jody Becker, Deputy Secretary of Programs for Children and Families
Brenda Villarreal, Rules and Policies Administrator