



STATE OF WASHINGTON
DEPARTMENT OF CHILDREN, YOUTH, AND FAMILIES
1115 Washington Street, SE • P.O. Box 40983 • Olympia WA 98504-0975

December 1, 2021

TO: All Field Operations

FROM: Natalie Green, Acting Assistant Secretary Field Operations

SUBJECT: December 2021 Policy Rollout

The [Child Welfare December 2021 Policy Rollout](#) is now available to child welfare employees in the Washington Learning Center (WLS), **using Chrome**. If you are not logged into the WLS, you will need to do so in order to access it. In addition, due to recent changes in the Case Plan, Case Transfer, and Child Protective Services (CPS) Initial Face-to-Face (IFF) policies, those who previously took the November 2021 Policy Rollout eLearning will need to complete the December 2021 Policy Rollout eLearning.

These child welfare related policies go into effect on **December 31, 2021**, and final policies will be posted on December 31, 2021, in the Policies and Procedures Manual located on the DCYF CA intranet.

This policy [rollout](#) covers the following areas:

- 4451 Day and Overnight Camp Authorization – New policy
- 1150 Case Plan – PIP
 - 2332 Child Protective Services (CPS) Family Assessment Response (FAR) – PIP
 - 3000 Family Voluntary Services
 - 4122 Case Transfer (This is not a PIP policy)
- 2310 Child Protective Services (CPS) Initial Face-to-Face (IFF)
- 46100 Monthly Clinical Supervision Case Reviews – PIP
 - 4430 Courtesy Supervision – PIP
- 4420 Health and Safety Visits with Children and Youth and Monthly Visits with Parents and Caregivers – PIP

These trainings will provide you with specifics on what the policy change is and why the change is being made.

If you have any questions, please contact the [DCYF Rules and Policies Unit](#).

Cc: Brenda Villarreal