

DEPARTMENT OF SOCIAL SERVICES

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Sacramento, CA 95814



February 22, 1983

ALL-COUNTY LETTER NO. 83-10

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: APPLICATION PROCESS FOR ICPC-FOSTER CARE

REFERENCE:

At the November meeting of the California Welfare Directors Association (CWDA) Social Services Committee, counties expressed concerns about the length of time it takes to make an Interstate Compact for the Placement of Children (ICPC) placement. Within DSS, the turn-around time is a matter of a few days in most cases. New improvements in the average time to complete a placement will require initiatives in new areas:

1. Avoid excessive delays in initiating the application. Not infrequently ICPC referrals are received two or three months after the date of the court order requiring pursuit of an out-of-state placement.
2. Submit a complete application initially. Certain kinds of information and documentation are required as a matter of law or good social work practice. Incomplete applications result in delayed case processing. Repeated phone calls and correspondence on the same case simply to secure a complete and correct application, impose unnecessary staff and operating costs on both DSS and the counties.
3. Informal arrangements with other local agencies. It is DSS policy to encourage direct communication between the sending and receiving local agencies in order to facilitate both the placement and its ongoing supervision.

When the receiving agency agrees, the home study can be initiated immediately. However, timely submission of a complete application is essential because ICPC Unit will insist on full compliance to the Compact and will insist on meeting its responsibilities under Compact law and to the receiving state before a placement is made. Informal arrangements between the local agencies can be used to facilitate the placement process and to facilitate eventual termination of jurisdiction provided that the conditions of Articles III and V of ICPC are met: i.e., compliance with ICPC procedures including prior notification to and approval by the receiving state agency. Please also be advised that many Compact states will not allow such informal transactions.

In order to facilitate the submission of complete applications, the following recaps the necessary elements. Section 265 of the Civil Code, Article III requires:

1. Name, date, and place of birth of the child.
2. Identity and address of parents or legal guardian.
3. Name and address of the person, agency or institution to which the child is to be sent.
4. A full statement of the reasons for the proposed placement.
5. Evidence of the sending agency's authority to place the child.

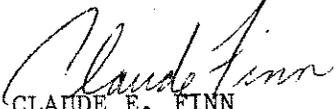
These standards are met through the following documents:

1. A completed Form ICPC 100-A (which captures much of the identifying information required in 1-3 above).
2. A social study which includes identifying information, details the reason for the placement, the needs of the child which must be met in the placement, the objectives of the placement, and any other information relevant to the receiving agency's evaluation of the proposed placement. Often these requirements can be met by the social study prepared for the petition, if timely, and the current assessment and service plan.
3. A copy of the court order currently in effect or of the voluntary placement agreement.

As a further measure to expedite final approval of the placement, a written plan for meeting the sending agency's financial obligations to the child (income maintenance and medical care) should be submitted with the initial application or as soon as possible.

In order to transmit applications in a timely manner, the ICPC Unit has in the past transmitted incomplete applications to other states and to the counties. This has resulted in confusion, excess use of staff time in securing completed applications, and even in placements which would not otherwise have been approved. Because of the staff time required to secure completed applications, those counties and states which initially submitted complete applications have been penalized. Therefore, ICPC Unit will no longer process applications for placement into or out of California until a completed application is received; that is, a completed ICPC 100-A, a social study, and evidence of the authority to place.

Questions on this letter should be directed to your ICPC consultant at (916) 323-0920 (see attached list).



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