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eDocs #	Type/Category/ Statutory Reference	Document Name/Description
	State: Adoption Assistance Minnesota Statutes, section 259.67 Minnesota Rules, part 9560.0083, subpart 7	Adoption Assistance Agreement An agreement between the MN Dept. of Human Services, Adoptive parent(s) and the Placing Agency for the purpose of facilitating the legal adoption of the child and to aid the adoptive family in providing proper care for the child
	State: Adoption Assistance Section 473 of the Social Security Act; Minnesota Statutes, section 259.67; and Minnesota Rules, parts 9560.0071 to 9560.0102	Adoption Assistance Certification Form notifying certifying agency of required documentation to process an Adoption Assistance application. The following documents must be attached to this Certification: <ul style="list-style-type: none"> • Supplemental Adoption Assistance Needs Assessment (if applicable) • Documentation indicating the child’s disability (if applicable) • Adoption Assistance Agreements (six copies with original signatures) • Other attachments as requested in previous sections.
	State: Adoption Assistance	Supplemental Adoption Assistance Needs Assessment Placing agency completes this form after assessing the child’s need for supplemental maintenance.
DHS-4258C-ENG	State: Foster Care/Adoption Social & Medical History MN Statutes section 245A.175 MN Statutes 245A.18 MN Statutes 245A.155 MN Rules, part 2960.3060	Minnesota Adoption and Foster Care Home Study/Agency Process Checklist General checklist form for case workers to complete and document the home study process Note* All information does not need to be completed to meet approval/licensing standards. Applicants/assessments will vary depending on individual situations.
DHS-4258D-ENG	State: Foster Care/Adoption Social & Medical History MN Statutes, Chapters 245A, 245C, and 259 MN Rules, Chapters 9560 and 2960, 2960.3320 Title 65, Code of Federal Regulations 2104.3 (e) (4)	Minnesota Adoption and Foster Care Home Study Assessment Commissioner’s format for Foster Care/Adoption assessment used when completing the initial home study. MN Statute and Rule requires all public and private adoption and foster care agencies to use the commissioner’s designated format for completion of home studies and updates.

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DHS-4258E-ENG	State: Foster Care/Adoption Social & Medical History MN Statutes, Chapters 245A, 245C, and 259 MN. Rules, Chapters 9560 and 2960 MN. Rules, part 2960.3320	Minnesota Adoption and Foster Care Home Study Assessment Update Form used when completing the Home Study Assessment Update process. MN Statute and Rule require all public and private adoption and foster care agencies to use the commissioner's designated format for completion of home studies and updates.
	State: Adoption/Guardianship MN Statutes, section 260C212, subdivision 19(c) (5)	Sibling Separation Request Information Informational form indicating reasons for a sibling separation request
	State: Licensing Adult Foster Care	Adult Foster Care Reference letter- Family A reference letter sent as part of the home study process for Adult Foster Care. Recipients of the reference letter are provided by the applicant
	State: Licensing Adult Foster Care	Adult Foster Care Reference letter- Corporate The letter the agency sends when they are conducting a study to help with evaluating the provider's/corporation's ability to provide a home-like environment for adults who are temporarily or permanently unable to care for themselves
	State: Adult Protective Services MN Vulnerable Adults Act	APS Initial Disposition Letter Letter sent pursuant to the MN Vulnerable Adults Act informing of initial disposition of Adult Protection report
	State: Adult Protective Services MN Statutes, section 626.5572 MN Vulnerable Adults Act	APS Reconsideration Letter Letter sent in response to reconsideration request of an Adult Protection final disposition
	State: Adult Protective Services MN Vulnerable Adults Act	APS Notice of Findings Letter Letter sent informing of the findings of an Adult Protection investigation
	State: Licensing - General MN Statutes, Chapter 245C MN Statutes, Chapter 245C.301 MN Statutes, Chapter 245C.17 MN Statutes, section 626.556, 626.557	Licensing Disqualification- Risk of Harm Notice Notice sent following a required background study informing of disqualification and right to request reconsideration

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	State: Licensing - General MN Statutes, section 626.556, subdivision 2 MN Statutes, section 245C.14 MN Statutes, section 245C.22 MN Statutes, section 245C.22, subdivision 4 MN Statutes, section 245C.23, subdivision 1 MN Statutes, section 245C.22, subdivision 7 MN Statutes, section 245C.301 MN Statutes, section 626.556, subdivision 10i MN Statutes, section 256.045	Dual Reconsideration Notice Notification used to inform individuals who have requested a reconsideration based on a maltreatment finding AND a disqualification
DHS-3376-ENG	State: Child Protective Services MN Statutes, section 626.556, subdivision 10 (c) and (d) MN Statutes, Section 626.556, Subd. 10 (c) and (d)	Notice of Intent to Interview on School Property The "Notification to School to Interview Child" Is used when a child is interviewed at a school as part of a CPS investigation.
	State: Child Protective Services Child Mortality Review Panel, MN Statutes, section 256.01, subdivision 12	Child Mortality/Near Fatality Log Agencies must report a death or near death of a child to the MN Dept. of Human Services (DHS) within 48 hours. This form is used to meet this requirement.
	State: Child Protective Services Individuals with Disabilities Education Act MN Statutes, sections 125A.26 – 125A.48 Keeping Children and Families Safe Act of 2003	Interagency Early Intervention Referral Referral sent to a local Part C early intervention program when children under age three are involved in a substantiated case of abuse or neglect. The referral must be sent within two days of the determination.
	State: Child Protective Services Minnesota Statutes, section 626.556, subdivision 2	CPS Family Investigation Notice of Reconsideration Notification when reconsideration has been requested following the final disposition of an investigation when maltreatment is determined.
	State: Child Protective Services	CPS Notice of Assessment Summary Notification to summarize family assessment decisions and to provide information regarding a family assessment report.

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	<p>State: Child Protective Services MN Statutes, section 626.556, subdivision 10(g) MN Statutes, section 626.556, subdivision 10, paragraphs (h), (i), and (j) MN Statutes, section 245A.05 MN Statutes, section 13.46, subdivision 4 MN Statutes, section 245C.16</p>	<p>CPS Notice of Determination Letter Child protection letter sent to individuals indicating results of investigation -- whether children maltreatment was determined and whether child protective services are needed. A Notice of Determination letter also provides information to ask the Agency to reconsider it abuse or neglect determination; provides information on requesting a hearing from the Commissioner of Human Services; and notes that the Agency must keep a written record of this report on file for a specified number of years.</p>
	<p>State: CP Family Assessment</p>	<p>Family Assessment Mandated Reporter Summary Notice Letter sent to provide reporters a summary of the disposition of a child maltreatment report accepted for family assessment</p>
	<p>State: Child Protective Services</p>	<p>CPS Summary Disposition Notice Letter sent to provide reporters a summary of the disposition of a child maltreatment report accepted for family investigation</p>
	<p>State: CP Family Assessment MN Statutes 2004, section 626.556, subd.10</p>	<p>Law Enforcement Notice of Change in Response This document informs Law Enforcement of a change to the response track of a child maltreatment report.</p>
S- 3382-ENG	<p>State: Foster Care/Adoption Social & Medical History</p>	<p>Outline for Health and Social History Narrative Outline for summarizing the child's health and social history which is then given to the child's permanent caretaker Note: DHS-3205, Birth Parent Social and Medical History, should accompany this narrative.</p>
	<p>State: Foster Care/Adoption Social & Medical History</p>	<p>Child's Immunization Record Record of a child's immunizations</p>
DHS-5410-ENG	<p>State: Foster Care/Adoption Social & Medical History Social Security Act, Title IV, Part E, Section 471 (a)(15)(B)(i); ACYF-PA-87-05; ACYF-CB-PA-01-02 and DAB Decision No. 1428; Budget Deficit Reduction Act of 2005</p>	<p>Foster Care Candidacy Determination Form A form used by agencies for the determination of a child as a potential foster care candidate. Candidacy determinations must be individualized on a case-by-case basis. No group of children can be automatically included or excluded. Children already in out-of-home placement are not foster care candidates.</p>

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	<p>State: Licensing- Child Care MN Statutes, 245A.09 MN Statutes, 245A.16 MN Rule 9543.0040</p>	<p>Reference for Family Child Care Licensing Form used to assess a home for family child care licensing</p>
	<p>State: Licensing -Child Care MN Statutes, 245A.09 MN Statutes, 245A.16 MN Rule 9543.0040, subp 2 B (3) (b)</p>	<p>Parent Evaluation of Family Child Care Provider Services Form used to assess family child care providers prior to relicensing</p>
	<p>State: Licensing- Child Foster Care MN Statutes, 245A.09 MN Statutes, 245A.16 MN Rule 9543.0040 subp 2 B (3) (c)</p>	<p>Foster Placement Evaluation (By the Child’s Case Worker) This evaluation is a tool in strengthening foster care services. It is to be completed for every foster child upon leaving the home and is to be filed in the resource family home case record. Information on this form will be used by the licensing case worker with the resource family.</p>
	<p>State: Licensing- Child Foster Care</p>	<p>Foster Home Evaluation (By Foster Child) This evaluation is a tool in strengthening foster care services. It is to be completed for every foster child by the foster child upon leaving the home and is to be filed in the resource family home case record. Information on this form will be used by the licensing case worker with the resource family.</p>
	<p>State: Licensing- Child Foster Care</p>	<p>Foster Placement Evaluation (By Resource Family) This evaluation is a tool in strengthening foster care services. It is to be completed for every foster child by the resource family upon leaving the home and is to be filed in the resource family home case record. Information on this form will be used by the licensing case worker with the resource family.</p>
	<p>State: Licensing-Child Foster Care</p>	<p>Foster Home Evaluation (By the Child’s Parents) This evaluation is a tool in strengthening foster care services. It is to be completed for every foster child by the foster child’s parents upon leaving the home and is to be filed in the resource family home case record. Information on this form will be used by the licensing case worker with the resource family.</p>

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DHS-4829-ENG	State: Licensing -General	Request for Fair Hearing Fair hearing request form for maltreatment determination and/or disqualification. Applicants/Providers choosing to request a fair hearing complete this form for Family Child Care, Adult Foster Care, or Family Foster Care license types.
	State: Licensing- General MN Statutes, 245C.03, subd 1 MN Statutes, 245C.04, subd. 1 (3) (e) MN Rules, 9543.0040, subp 3	Background Study Clearance Form indicating that, based on the completed background study, the individual(s) has/have not been disqualified from providing direct contact services and may or may not provide services for the license holder/applicant
	State: Licensing - General	Landlord's Permission for Fire Inspection A form submitted to a landlord when an applicant for licensing is required to have a fire inspection. Used for Family Child Care Providers, Child Resource Family Providers and Adult Foster Care Providers
	State: Licensing- General Maltreatment of Minors Act, MN Statutes, section 626.556 MN Statutes, section 245C.29 MN Statutes, section 245C.22 subdivision 4 Minnesota Statutes, section 245C.22 Minnesota Statutes, section 245C.22, subdivision 3 Minnesota Statutes, section 245C.23, subdivision 1 Minnesota Statutes, section 245C.22, subdivision 7 Minnesota Statutes, section 245C.301 Minnesota Statutes, section 245C.30 Minnesota Statutes, section 245C.05, subd. 6(b) Minnesota Statutes, Chapter 606 and Minnesota Rules of Civil Appellate Procedure 115	Subsequent Reconsideration - Risk of Harm Notification regarding a Request for Reconsideration based on a previous determination of serious and/or recurring maltreatment

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DHS- 4524-ENG	<p>State: Placement Note: This form contains data classified as private under the Minnesota Government Data Practices Act. It can't be released to parents or others without the consent of the subjects of the data.</p>	<p>Relative- Kinship Search & Placement Considerations This form is initiated when an out-of-home placement or a change of placement of a child is being considered or has occurred.</p> <p>Note: (ICWA) When an agency receives a tribal verification of tribal membership or eligibility for membership, you must use the Indian Child Welfare Placement Preference and Consideration Documentation form.</p> <p>This is a companion document to the Relative-Kinship Search and Placement Considerations document. It is used to gather information on each relative identified.</p>
DHS- 4526-ENG	<p>State: Placement MN Statutes, Section 256.82, subdivisions 3 and 4 MN Rules 9560.0650, Subpart 6 MN Rule 9560.0663, 9560.0653,9560.0654</p>	<p>Initial Difficulty of Care (DOC) Assessment Notice Notice summarizing the initial Difficulty of Care (DOC) assessment</p>
DHS- 4434-ENG	<p>State: Placement DM-0041 has been replaced by DHS-4434</p>	<p>Caretaker Relative Notice Notice to caretaker relative regarding request for foster care services or payments</p>
DHS- 175	<p>State: Placement</p>	<p>Authorization to Provide Care for Child This form is an agreement between agencies to provide coordination of care and supervision for a child in foster care placed outside the agency of responsibility.</p>
DHS- 4435	<p>State: Placement</p>	<p>Notice of Court Hearing to Foster Care Provider Notice to resource families regarding time, place and purpose of court hearing</p>
DHS- 4527-ENG	<p>State: Placement MN Statutes, Section 256.82, Subd. 3 and 4 MN Statutes, Section 393.07, Subd. 1, 2 and 3</p>	<p>Difficulty of Care (DOC) Reassessment Notice Notice for caretakers summarizing the Difficulty of Care (DOC) reassessment</p>

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	State: Placement MN Statutes, sections 257.071 and 257.072	Response to Request for Foster Care Payment Notice to inform caretaker that the request for foster care payment for the child has been reviewed and has either been approved or denied and their rights to appeal the decision
	State: Placement MN Statutes, sections 256.045, subdivision 3, 256.82 and 260C.212, subdivision 12 MN Rules, parts 9560.0521, subpart 7 and 10, 9560.0650 to 9560.0665	Initial Foster Care Payment Notice The purpose of this letter is to inform resource families the payment amount per day they will receive for the foster care child to cover room and board expenses. Agencies assess a child's special needs to determine eligibility for an additional Difficulty of Care (DOC) payment.
	State: Placement	Reassessment of the Difficulty of Care Rate Agency is required to reassess the difficulty of care rate: <ul style="list-style-type: none"> • At the end of 12 months • At the request of the resource family • When the child is placed at a different foster home • If a child's level of need changes.
	State: Placement MN Statutes, 256.045, subd. 3 and 260C.212, subd 12. MN Rules 9560.0665, subpart 6	Notice of Reduction in Foster Care Payments Notifies the resource family that foster care payments will be reduced
	State: Placement MN Statutes, 256.045, subd. 3 and 260C.212, subd 12 MN Rules, 9560.0665, subpart 6	Notice of Termination of Foster Care Payments Letter notifying a resource family of the termination of foster care payments - and the reason for the termination - that was being made on behalf of a specific child. Additionally, this provides notification of a resource family's appeal rights.
DHS-4567-ENG	State: Placement	Request for Foster Care Payment Form used by relatives for requesting Foster Care payments for minor children placed in their home

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	State: Placement	Notice of Foster Care Benefits up to Age 21 Notification provided to a youth, their parents or legal guardians, and their resource family within six months prior to their 18 th birthday that foster care benefits are available up to age 21
	State: Placement MN Statutes, 257.85 MN Statutes, 260c.201, subd.11	Relative Custody Assistance Agreement An agreement entered into between the agency and a person who has been or will be awarded permanent legal and physical custody of a child
	State: Placement	Relative Custody Assistance Payment Worksheet A worksheet used when initially establishing the amount of relative custody assistance payment on behalf of a child
	State: Placement	Supplemental Relative Custody Assistance Needs Assessment Form used to allow the agency to assess the child's need for supplemental maintenance. Used to certify that a child has a physical/medical, mental, social/emotional or behavioral disability that requires care, supervision and structure beyond that ordinarily provided in a family setting for a child of the same age.
	State: Placement MN Statutes, section 257.85 MN Statutes, section 257.85, subdivision 7	Notice of Modification in Relative Custody Assistance Payment Notification when a modification or change to a relative custody assistance payment will occur
	State: Placement MN Statutes, section 257.85 MN Statutes, section 257.85, subdivision 7	Notice of Termination of Relative Custody Assistance Payment Notification when relative custody assistance payments will be terminated
	State: Placement	Relative Custody Assistance Annual Affidavit Annual affidavit regarding status of child in a relative's care and need for continued Relative Custody Assistance.

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DHS- 5224-ENG	<p>State: Placement ICWA Indian Child Welfare Act (ICWA), PL-95-608 MN Indian Family Preservation Act (MIFPA) MN Statutes, Section 260.765, Subd. 5 MN Statutes 260.751-260.835</p>	<p>ICWA / MIFPA Social Worker Checklist Checklist to aid the case worker in meeting the requirements of the Indian Child Welfare Act (ICWA) and Minnesota Indian Family Preservation Act (MIFPA)</p> <p>County case workers are required by Federal statute to take immediate action to determine whether a child is a member of, or eligible for membership, in a tribe. County agencies are required to notify tribal governments if a potential out-of-home placement exists for an Indian child.</p>
DHS- 5227-ENG	<p>State: Placement- ICWA 25 USC 1901 – 1963; Minnesota statutes, section 260.761, subd. 3 MN Statutes, 260.761, subd. 2 MN Statutes, 260.761 and 260.765 MN Statutes, 260.765, subd. 2</p>	<p>Notice to Tribe of Services to an Indian Child Notice to inform Indian tribes that the county is providing services to an Indian child</p>
	<p>State: Report to the Court MN Statutes, 260C.141 subd. 2 MN Rules of Juvenile Protection Procedure (MJRPP), 44.02 subd 1</p>	<p>Initial Report to Court: Child in Placement due Solely to Child’s Disability Initial court document used when a child has been placed in a voluntary placement due solely to the child’s disability</p>
	<p>State: Report to the Court MN Statutes, 260C.211, subd. 5 MN Statutes, 260C.141, subd. 2 MRJPP 44.02, subd 1 25 United States Code, section 1915</p>	<p>Court Report The document is used to report to the court for:</p> <ul style="list-style-type: none"> • Child not in out-of-home placement • Child in out-of-home placement • Notice that child was returned to the care of the child’s parent or legal custodian. <p>The combined court report combines four different previous court reports:</p> <ul style="list-style-type: none"> • Report to Court • Report to the Court-Child Not in Out-of-Home Placement • Report to The Court – Child in Out-of-Home Placement • Notice that Child was returned to the care of the child’s parent or legal custodian.

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	State: Report to the Court	Certification of Distribution: SW Court Report Certification that the original Social Worker Court Report is attached and is being filed with the court, and that the designated parties have all received a true and correct copy of that report
	State: Report to the Court MJRPP 30.12	Notice that Child was returned to the Care of the Child's Parent or Legal Custodian Notification sent to the Court of either a child's return to the care of the child's Parent or Legal Custodian or a change in foster care location