

3324 CLOSING CODES

For closure of a licensed program, use one of the following codes in Section 1 of the 3324:

A – Referred to another agency, program, or department.

B – Moved out of the county/agency jurisdiction.

C – Specified child no longer in the home. (Specified child is no longer in the home and the license holder has requested to close the license).

D – Adoption of foster child. (Child in care has been adopted and the license holder has requested to close the license).

E – License holder whereabouts unknown.

F – License holder initiated closing (Do not request closure following a revocation or temporary immediate suspension).

G – Supervising agency initiated closing. (License holder does not respond to relicensing after reasonable attempts to make contact).

H – Other (Specify reason in the area provided on 3324).