

**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
Child and Family Services**



**CFSA POLICY INDEX**

The following governance documents can be found on [CFSA's Online Policy Manual](#), under [Program Policies](#), [Administrative Issuances](#), [General Administrative Policies](#), or [Quick Reference Guides](#). To access HIPAA policies, please sign into the [CFSA internal website](#) and click the tab entitled "Policies and Practice."

The items in this document are organized alphabetically and formatted to provide ease for a keyword search.

Please direct all questions about the documents to [cfsa.policies@dc.gov](mailto:cfsa.policies@dc.gov).

<b>PROGRAM POLICIES</b>	
<b>Issue Date</b>	<b>Governance Name</b>
May 2, 2011	<a href="#">Adoption Subsidy</a>
January 4, 2019	<a href="#">Appropriate Use of Social Media</a>
October 12, 2018	<a href="#">Case Management of Children with Siblings in Foster Care</a>
January 6, 2020	<a href="#">Child Fatality Review</a>
April 15, 2020	<a href="#">Child Protection Register</a>
July 28, 2011	<a href="#">Confidentiality</a>
April 4, 2011	<a href="#">Critical Events</a>
July 10, 2014	<a href="#">Diligent Search</a>
August 26, 2019	<a href="#">Domestic Violence</a>
February 28, 2011	<a href="#">Educational Services</a>
September 17, 2019	<a href="#">Engaging Incarcerated Parents</a>
April 28, 2014	<a href="#">Establishing a goal of APPLA</a>
September 27, 2010	<a href="#">Facility Licensing</a>
March 10, 2009	<a href="#">Fair Hearings</a>
April 30, 2021	<a href="#">Family Team Meetings</a>
April 29, 2020	<a href="#">Grandparent Caregivers Program</a>
September 28, 2011	<a href="#">Healthcare Coordination</a>
December 5, 2012	<a href="#">Healthy Horizons Assessment Center and Nurse Care Manager</a>
February 24, 2010	<a href="#">HIV and AIDS</a>
February 26, 2010	<a href="#">HIV, Sexual, and Reproductive Health Services</a>
April 24, 2020	<a href="#">Hotline</a>
June 23, 2020	<a href="#">In-Home Services</a>
May 17, 2011	<a href="#">Initial Evaluation of Children's Health</a>
July 6, 2020	<a href="#">Interstate Compact on Placement of Children (ICPC)</a>
April 24, 2020	<a href="#">Investigations</a>
February 16, 2015	<a href="#">Medical Consents</a>
October 4, 2011	<a href="#">Medical Records Maintenance</a>

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<b>Issue Date</b>	<b>Governance Name</b>
August 13, 2020	<a href="#">Medication Administration and Management</a>
April 16, 2018	<a href="#">Missing, Abducted, and Absent Children</a>
August 24, 2018	<a href="#">Mobile Devices for Youth in Foster Care</a>
January 16, 2018	<a href="#">Office of the Ombudsman</a>
November 26, 2018	<a href="#">Older Youth Services</a>
May 19, 2020	<a href="#">Permanency Practice</a>
June 30, 2015	<a href="#">Permanent Guardian Subsidy</a>
April 5, 2019	<a href="#">Personable Identifiable Information</a>
May 19, 2020	<a href="#">Program – Placement and Matching</a>
July 12, 2021	<a href="#">Placement Stabilization Staffing</a>
June 15, 2013	<a href="#">Pre-Service and In-Service Training for Direct Services Staff</a>
June 15, 2013	<a href="#">Pre-Service and In-Service Training for Family Support</a>
June 15, 2013	<a href="#">Pre-Service and In-Service Training for Nurses and Nurse Care Managers</a>
September 11, 2011	<a href="#">Preventative and Ongoing Healthcare</a>
January 21, 2020	<a href="#">Qualified Residential Treatment Program (QRTP)</a>
September 9, 2010	<a href="#">Quality Service Reviews (QSR)</a>
May 31, 2011	<a href="#">Relationship with Resource Parents</a>
September 15, 2015	<a href="#">Resource Parent Training</a>
May 30, 2019	<a href="#">Safety Plans</a>
October 12, 2018	<a href="#">Standards for Safe Case Closure</a>
September 20, 2011	<a href="#">Temporary Licensing of Foster Homes for Kin</a>
March 4, 2019	<a href="#">Temporary Supervision of Children in Foster Care</a>
November 26, 2018	<a href="#">Transition Services for Youth</a>
June 12, 2012	<a href="#">Visitation</a>
February 1, 2014	<a href="#">Youth Bullying Prevention</a>
June 10, 2014	<a href="#">Youth Clothing Allowance</a>
August 13, 2020	<a href="#">Youth Personal Allowance</a>

<b>ADMINISTRATIVE ISSUANCES</b>	
<b>Issue Date</b>	<b>Governance Name</b>
October 21, 2008	<a href="#">Bed Hold Payments</a>
September 3, 2010	<a href="#">Bill of Rights for Youth in Care</a>
August 5, 2013	<a href="#">Building Security Requirements</a>
March 27, 2009	<a href="#">Case Planning for Guardianship</a>
July 14, 2006	<a href="#">Children in the Workplace</a>

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<b>ADMINISTRATIVE ISSUANCES</b>	
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December 24, 2008	<a href="#">Children's Self-care and Care for Others</a>
January 30, 2015	<a href="#">Community Papering</a>
May 31, 2013	<a href="#">Compliance with the Indian Child Welfare Act</a>
January 31, 2007	<a href="#">Conflict of Interest and Outside Employment</a>
April 24, 2009	<a href="#">Congregate Care Program Monitoring</a>
September 26, 2018	<a href="#">Consent or Waiver of Liability Forms for Children in Care</a>
February 10, 2012	<a href="#">Contingency Hiring Guidelines</a>
July 2, 2021	<a href="#">COVID-19 Vaccinations for Children in Out-of-Home Care</a>
December 21, 2012	<a href="#">Demand Payments</a>
February 24, 2021	<a href="#">Diversion Process at Investigations</a>
October 1, 2007	<a href="#">Driver's Licenses for Youth in Care</a>
October 3, 2008	<a href="#">Early Dismissal of Employees during an Emergency</a>
June 23, 2014	<a href="#">Early Education and Child Care</a>
July 17, 2015	<a href="#">Early Intervention Child Development Screening Process</a>
October 8, 2010	<a href="#">Education and Vocation Assessments</a>
April 6, 2018	<a href="#">Emergency Housing Assistance</a>
July 1, 2008	<a href="#">Emergency Kinship Placements in Maryland</a>
September 21, 2007	<a href="#">Emergency Protocol for Resource Providers</a>
August 20, 2007	<a href="#">Employees Becoming Foster or Adoptive Parents</a>
April 6, 2018	<a href="#">Engagement of Kin without Parental Consent</a>
November 9, 2018	<a href="#">Facilitating Child Living Arrangements with Non-Custodial Parents</a>
December 6, 2016	<a href="#">Financial Incentive</a>
November 22, 2019	<a href="#">Gender Affirming Care for Youth in Foster Care</a>
December 21, 2012	<a href="#">Gift Cards and Vouchers</a>
August 16, 2011	<a href="#">Graduation Expenses</a>
November 19, 2019	<a href="#">Immigration Status of Clients</a>
November 26, 2018	<a href="#">Immunizations for Children in Foster Care</a>
June 23, 2020	<a href="#">Implementing the Safe Haven Legislation</a>
May 19, 2016	<a href="#">Incentives for Quality Assurance Activities</a>
March 28, 2014	<a href="#">Inter-Office Work Station Moves</a>
November 13, 2006	<a href="#">Job Readiness Services</a>
September 30, 2011	<a href="#">Medicaid Billing</a>
February 27, 2009	<a href="#">Medicaid Claiming Review Process</a>
May 12, 2006	<a href="#">Night Differential</a>
May 12, 2006	<a href="#">Overtime Pay and Compensatory Time</a>

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September 7, 2018	<a href="#">Permanency Focused Teaming</a>
July 12, 2006	<a href="#">Permanent Guardianship Disruptions</a>
May 24, 2019	<a href="#">Placement Stability Incentive Payments for Resource Parents</a>
May 22, 2006	<a href="#">Post-Secondary Education and Training Vouchers</a>
June 6, 2006	<a href="#">Pre-College Services</a>
February 6, 2018	<a href="#">Process for Requests for Letters of Support</a>
May 25, 2018	<a href="#">Protecting Children in Care from Identity Theft</a>
January 9, 2017	<a href="#">Rapid Housing Assistance Program (RHAP)</a>
April 23, 2021	<a href="#">Requesting Vital Records</a>
April 3, 2018	<a href="#">Requirements for Youth in Contracted Independent Living Programs</a>
February 29, 2012	<a href="#">Requirements of the Freedom of Information Act</a>
June 28, 2017	<a href="#">Resource Parent Reimbursement for Property Damage</a>
April 30, 2014	<a href="#">Scheduling the Use of Conference Rooms</a>
January 9, 2017	<a href="#">Sex Trafficking Identification and Response</a>
February 11, 2015	<a href="#">Sexually Transmitted Infections (STI) Screening Process</a>
December 2, 2009	<a href="#">Sibling Connections</a>
February 1, 2007	<a href="#">Specialized Opportunities for Youth (SOY)</a>
July 30, 2007	<a href="#">Statement of Employment and Financial Interest</a>
December 21, 2012	<a href="#">Student Health Care during Post-Secondary Education</a>
July 7, 2009	<a href="#">Submission of Contract Action Packages</a>
November 1, 2006	<a href="#">Substance Abuse Treatment</a>
June 24, 2014	<a href="#">Summer Camp Subsidy Program</a>
January 16, 2015	<a href="#">Transition of Youth to the Developmental Disabilities Administration (DDA)</a>
September 26, 2018	<a href="#">Travel and Overnight Stays Involving Children in Foster Care</a>
January 1, 2012	<a href="#">Unusual Incidents related to Children and Youth</a>
January 8, 2021	<a href="#">Whistleblower Protection Act</a>

<b>GENERAL ADMINISTRATIVE POLICIES</b>	
<b>Issue Date</b>	<b>Governance Name</b>
April 7, 2010	<a href="#">Alternate Work Schedule (AWS)</a>
October 31, 2012	<a href="#">Client Records Management</a>
December 5, 2012	<a href="#">Communications</a>
May 11, 2020	<a href="#">COVID Sick Leave Childcare</a>
December 6, 2011	<a href="#">Customer Service Standards</a>

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<b>Issue Date</b>	<b>Governance Name</b>
March 29, 2012	<a href="#">Dress Code</a>
July 8, 2019	<a href="#">Electronic Signatures</a>
August 30, 2011	<a href="#">Employee Unusual Incident Reporting</a>
June 2, 2017	<a href="#">Gender Identity and Expression</a>
March 4, 2010	<a href="#">Grantmaking</a>
September 14, 2010	<a href="#">Institutional Review Board</a>
November 17, 2010	<a href="#">Issuance and Use of Laptops</a>
August 2, 2007	<a href="#">Issuance and Utilization of Mobile Devices</a>
November 8, 2012	<a href="#">Language Access Services</a>
February 14, 2007	<a href="#">Mandatory Employee Drug and Alcohol Testing</a>
May 30, 2012	<a href="#">MOU and MOA</a>
March 26, 2012	<a href="#">Policy Development</a>
May 4, 2010	<a href="#">Purchase Card</a>
July 14, 2011	<a href="#">Services for the Deaf and Hard of Hearing</a>
November 9, 2018	<a href="#">Sexual Harassment in the Workplace</a>
June 12, 2018	<a href="#">Student Intern Policy</a>
March 16, 2018	<a href="#">Telecommuting Program Guidelines</a>
January 25, 2010	<a href="#">Travel</a>
June 6, 2012	<a href="#">Vehicle Accountability</a>
September 06, 2012	<a href="#">Workplace Violence Prevention</a>

<b>QUICK REFERENCE GUIDES AND FREQUENTLY ASKED QUESTIONS</b>	
<b>Issue Date</b>	<b>Governance Name</b>
May 22, 2018	<a href="#">Immunizations for Children and Youth in Foster Care: What Social Workers Need to Know</a>
December 21, 2018	<a href="#">Use of Photography During CPS Investigations and Ongoing Foster Care Cases</a>
April 1, 2008	<a href="#">Adverse Effects of Second-Hand Smoke</a>
April 1, 2008	<a href="#">APPLA Goals</a>
January 1, 2011	<a href="#">Case Planning for Permanent Guardianship</a>
April 26, 2011	<a href="#">CFSA Travel Process</a>
April 1, 2008	<a href="#">Child Passenger Safety</a>
April 1, 2008	<a href="#">Choking Hazard Prevention</a>
April 26, 2011	<a href="#">Diligent Search</a>
April 25, 2010	<a href="#">Disability Benefits</a>
March 1, 2007	<a href="#">Domestic Violence</a>
March 13, 2014	<a href="#">Dual Medicaid</a>

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<b>QUICK REFERENCE GUIDES AND FREQUENTLY ASKED QUESTIONS</b>	
<b>Issue Date</b>	<b>Governance Name</b>
January 1, 2010	<a href="#">Education Decision Makers</a>
April 26, 2011	<a href="#">Educational Stability</a>
April 26, 2011	<a href="#">Elements of Good Documentation</a>
August 4, 2011	<a href="#">Fair Hearings for Placement Changes</a>
August 4, 2011	<a href="#">Fair Hearings for Service Appeals</a>
January 1, 2011	<a href="#">Family Partnerships</a>
August 4, 2011	<a href="#">Family Team Meetings</a>
April 1, 2008	<a href="#">Food Sensitivities in Young Children</a>
January 15, 2013	<a href="#">Health Care Coordination</a>
January 15, 2013	<a href="#">Healthy Horizons Assessment Center and Nurse Care Manager Program</a>
January 15, 2013	<a href="#">HIV and AIDS</a>
January 15, 2013	<a href="#">HIV, Sexual, and Reproductive Health</a>
January 14, 2013	<a href="#">Initial Evaluation of Children's Health</a>
April 26, 2011	<a href="#">Language Access</a>
July 30, 2012	<a href="#">Medicaid Cards</a>
January 15, 2013	<a href="#">Medical Consent</a>
January 15, 2013	<a href="#">Medical Records Maintenance</a>
October 12, 2011	<a href="#">Missing Children and Youth</a>
June 17, 2008	<a href="#">Policy Development Process</a>
June 17, 2008	<a href="#">Policy Unit Communications</a>
January 15, 2013	<a href="#">Preventative and Ongoing Healthcare</a>
January 15, 2013	<a href="#">Psychotropic Medication</a>
April 1, 2008	<a href="#">Relationship with Resource Parents</a>
January 1, 2010	<a href="#">Removal Notification to Relatives</a>
April 26, 2011	<a href="#">Sibling Connections</a>
April 8, 2013	<a href="#">Supervision and Self-Care of Children in Foster Care</a>
September 21, 2011	<a href="#">Temporary Licensing of Kinship Foster Homes</a>
December 8, 2010	<a href="#">Title IVE Eligibility for Youth Aged 18-21</a>
October 17, 2011	<a href="#">Use of Private Vehicles for CFSA Business</a>
July 21, 2004	<a href="#">Visitation</a>