

**CLETS: APPROPRIATE REQUESTS FOR CRIMINAL HISTORY INFORMATION**

<b>SITUATION</b>	<b>CLEARANCE TYPE</b>
Assessment of a relative's, non-relative extended family member's home during the approval process <b>for an emergency placement.</b>	<b>CLETS followed up with LIVE SCAN and CHILD ABUSE CENTRAL INDEX (CACI)</b>
Assessment of a relative's, non-relative extended family member's home during the approval process. <b>Non-emergent placement</b>	<b>LIVE SCAN</b>
<p><b>For parents on all court cases.</b></p> <p>CLETS &amp; Live Scans up to and including the disposition hearing (detention, PRC, adjudication and disposition hearings) and CLETS post disposition hearing may be utilized to determine detriment to the child and suitability of return. However, in order to use a parent's Live Scan post disposition hearing (reunification cases under WIC 366.21(e), 21(f) and WIC 366.22), see the box below.</p>	<b>CLETS AND LIVE SCAN</b>
<p><b>For parents after Disposition -FR</b></p> <p>For use as a part of a parent's case plan after the disposition hearing to determine suitability of return of the child: Per WIC 366.22, 366.22, and 16504.5(f), as of July 1, 2007, the court cannot consider a parent's live scan results when determining suitability of return of the child to the parent at the WIC 366.21(e),</p>	<b>CLETS AND LIVE SCAN</b>

<b>SITUATION</b>	<b>CLEARANCE TYPE</b>
<p><b>(For parents after Disposition –FR cont.)</b></p> <p>21(f) and WIC 366.22 hearings, unless the parent agreed to Live Scan as a part of the case plan.</p> <p>However, if the parent has live scanned but has not agreed to have the results be a part of the case plan, the live scan results should still be submitted to the court by the CSW.</p>	<p><b>CLETS AND LIVE SCAN</b></p>
<p><b>Voluntary Family Maintenance, Voluntary Family Reunification or Family Preservation cases.</b></p> <p>If the parent(s) whereabouts are unknown at that time, Live Scan shall be done when their whereabouts become known.</p>	<p><b>CLETS AND LIVE SCAN</b></p> <p><b>Note:</b> The parent’s refusal to submit to Live Scan shall not prevent the provision of VFM, VFR or Family Preservation services. Document any refusal in the Contact Notebook.</p>
<p><b>During the investigation of a child abuse referral.</b></p> <p>The parent (may include custodial and non-custodial parent, and offending and non-offending parent), any adult residing in the home, and any person that has significant contact with the child (such as the boyfriend or girlfriend of the parent). CSWs shall initiate a criminal background check on all referrals when at least one of the following is alleged: domestic violence, physical abuse, sexual abuse, substance abuse, exploitation or severe neglect. For referrals alleging emotional abuse or general neglect, CSW must consult with the SCSW to determine if initiating a criminal background check is relevant and appropriate.</p>	<p><b>CLETS</b></p>
<p><b>When placing a child in the home of a prospective caregiver or person who is not a licensed or a certified foster parent</b></p> <p>All persons over the age of 18 years residing in the home, other than those providing professional services to the child, known to the placing entity that may have significant contact with the child, including any person who has a familial or intimate relationship with any person living in the home. No Live Scan is required on youth currently under DCFS supervision who is 18, or turns 18 or older, residing in out-of-home care.</p>	<p><b>CLETS AND CHILD ABUSE CENTRAL INDEX (CACI)</b></p> <p><b>LIVE SCAN</b></p>

<b>SITUATION</b>	<b>CLEARANCE TYPE</b>
Recommending the return of a child placed in a Planned Permanent Living Arrangement (aka long-term foster care) to the home of a parent or legal guardian.	<b>CLETS and LIVE SCAN</b>
Before releasing a child to a non-custodial parent or non-offending parent, and when assessing whether an arrested or incarcerated parent left his or her child with an appropriate relative or person.	<b>CLETS and LIVE SCAN</b>
Any person over the age of 14 years living in the home who the CSW believes may have a criminal record	<b>CLETS AND LIVE SCAN</b>
Completing an Adoptions home study	<b>LIVE SCAN (includes CACI)</b>
Effective 01/01/12, when a non-minor dependent (NMD) returns to foster care after a period of trial independence (case was terminated and the youth re-enters as a NMD) and the placement being considered for the NMD is a home with <b>minor</b> dependents.*	<b>CLETS and LIVE SCAN</b>

\* A criminal record does not disqualify the youth from re-entering foster care as a NMD.