

	<b>INDIANA DEPARTMENT OF CHILD SERVICES CHILD WELFARE MANUAL</b>	
	<b>Chapter 9:</b> Interstate Compact for the Placement of Children (ICPC)	<b>Effective Date:</b> November 1, 2008
	<b>Section 3:</b> Initial Placement/Placement Changes (Use of the ICPC Report on Child's Placement Status/100B)	<b>Version:</b> 1

<b>POLICY</b>	<b>OLD POLICY: 506.4</b>
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The Indiana Department of Child Services (DCS) will require that the DCS local office notify the DCS Interstate Compact for the Placement of Children (ICPC) Office in writing of:

1. All initial placements of Indiana children in other states, or children from other states who are placed in Indiana;
2. Any changes in placement involving Indiana children; and
3. All placement changes involving children from other states.

**Note:** This policy also applies to changes in the placement address (including address changes across Indiana counties) and Termination of Jurisdiction. See separate policy, [9.10 Termination of Jurisdiction](#).

Code References

[IC 31-28-4: Interstate Compact on the Placement of Children](#)

<b>PROCEDURE</b>
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For initial placements and placement changes involving Indiana children, the Family Case Manager (FCM) will:

1. Complete an [Interstate Compact on the Placement of Children Report on Child's Placement Status/100B \(SF26174\)](#) and retain one (1) copy for the case file;
2. Forward the original and two (2) copies of the [Interstate Compact on the Placement of Children Report on Child's Placement Status/100B \(SF26174\)](#) to the DCS ICPC Office; and

**Note:** The date of placement must be noted on the [Interstate Compact on the Placement of Children Report on Child's Placement Status/100B \(SF26174\)](#).

3. Change the child's address in the Indiana Child Welfare Information System (ICWIS) so that proper payments can occur.

For placement changes involving children from other states who have been approved for ICPC placement in Indiana, the DCS ICPC Office will:

1. Receive two (2) copies of the [Interstate Compact on the Placement of Children Report on Child's Placement Status/100B \(SF26174\)](#);
2. Within five (5) business days, review the [Interstate Compact on the Placement of Children Report on Child's Placement Status/100B \(SF26174\)](#) for completeness and accuracy, and sign the form;

3. Forward one (1) signed copy of [Interstate Compact on the Placement of Children Report on Child's Placement Status/100B \(SF26174\)](#) to the DCS local office;
4. Create the case in ICWIS when the [Interstate Compact on the Placement of Children Report on Child's Placement Status/100B \(SF26174\)](#) is received or when the child arrives in Indiana, whichever comes first; and
5. Request supervision of the placement and [Interstate Compact on the Placement of Children \(ICPC\) Supervision Report \(ICPC110801SUPREP\)](#)
6. and retain one (1) copy of the [Interstate Compact on the Placement of Children Report on Child's Placement Status/100B \(SF26174\)](#)
7. for the ICPC Office case file. See separate policy. [9.9 Placement Updates and Supervision Reports](#).

#### **PRACTICE GUIDANCE**

N/A

#### **FORMS AND TOOLS**

1. [Interstate Compact on the Placement of Children Report on Child's Placement Status/100B \(SF26174\)](#)
2. [Interstate Compact on the Placement of Children \(ICPC\) Supervision Report \(ICPC110801SUPREP\)](#)

#### **RELATED INFORMATION**

N/A