Department of Children and Family Services / Bureau of Operations Regional Office Address City, State, Zip Code CSW Name Telephone Number File Number/First Initial & Last Name DSS No. (State ID)

Text in **BLACK** automatically populates when the document is created in CWS/CMS. Complete your document by referring to the **PURPLE text**.

SUPERIOR COURT OF CALIFORNIA COUNTY OF LOS ANGELES

201 Centre Plaza Drive, Monterey Park, California 91754

EX PARTE APPLICATION AND ORDER

Hearing Date	Hearing Time	Dept./Room	Hearing Type/Subtype
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This information will populate from the Hearing Notebook.

IN THE MATTER OF

Name	<u>Date of Birth</u>	Age	Sex	<u>Court Number</u>

This information will populate from the Hearing Notebook and the child's Client Notebook.

List the name and address of each child named in the report. Enter each child's caregiver's name, exact relationship to the child, address, telephone number, unless information is to be kept confidential.

PARENTS/LEGAL GUARDIANS

Name/	Address/	Relationship /
<u>Birthdate</u>	Phone	<u>To Whom</u>

This information will populate from the parent's Client Notebook. If a parent's address is confidential, delete the address and enter "Confidential." If the identity of a parent or the requested information in the grid is unknown, enter "unknown" in the spaces provided. If the child is legally freed, enter "legally freed."

REASON FOR APPLICATION

Enter "The matter was last heard on (enter the last court date), in Department (enter department number), and is now before the court for the approval of placement of (enter the youth's name) outside of Los Angeles County."

NOTICES

<u>Name</u> <u>Relationship</u> <u>Method</u>	Date	Agreed
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All information in this field is populated from Hearing Notebook. Ensure that the information (names, addresses, method used to notice, etc.) regarding the parties entitled to notice is accurate. If necessary, edit/enter data directly into these fields. Document method used to notify parents.

REASON FOR RECOMMENDATION

The following text will appear:

Request for Order Approving Emergency or Planned Placement (Select Planned Placement)

Type of placement or current placement order: (Describe the current placement and placement order)

Date of previous placement: (Enter the date the youth was placed in the current placement)

Reasons requiring child's removal from placement are:

Clearly document why it is necessary to place a youth outside of Los Angeles County. Document the specific reasons why the youth's needs require this placement. In addition, document all efforts to locate a placement inside of Los Angeles County.

A suitable placement is:

Enter each youth's proposed caregiver's name, exact relationship to the youth, address and telephone number.

Pursuant to WIC Section 308, the address of a licensed foster family home must be kept confidential until the dispositional hearing, at which time the court may authorize disclosure of the address.

A foster parent may authorize release of the placement address any time during the placement by signing the a DCFS 5210

If the court issued a nondisclosure order, enter "nondisclosure order issued (enter date)" after the child's name.

If adoption is the identified permanent plan for a youth and is in an out-of-home placement with a relative of foster caregiver who intends to adopt the youth; or placed in the home of a caregiver who had signed an application to adopt a youth, the identity and whereabouts of the caregiver must remain confidential. Enter "The youth is placed in the home of a caregiver who intends to adopt the youth" or "Youth is placed in the home of an applicant."

This placement is an out of county/out of state placement:

Enter statements regarding the child's and parent's feelings about the proposed placement outside of Los Angeles County. Include verbatim statements, whenever possible.

<u>Youth</u>

List the youth's name, date of interview, location of interview, telephone number (if interviewed by telephone).

Parents/Legal Guardians

List the parent's name, relationship to youth, date of interview, location of interview, or telephone number (if interviewed by telephone).

RECOMMENDATION

The following text will appear:

It is respectfully recommended:

That the child's placement in the Enter name of placement (See Above) be approved effective Enter Date: (Enter the date the child will be placed in the home)

Additional Information: (If necessary, enter any additional information)

That the previous placement of the child in the Enter name of placement be vacated effective Enter Date.

Additional Information: (If necessary, enter any additional information. If no information is being entered delete line)

Enter any other recommendations.

I Declare Under Penalty of Perjury that the Foregoing is True and Correct.

Executed at (Enter Regional Office Location), California this (Enter Date) day of (Enter Month), (Enter Year).

CSW's Name, File #, First Initial & Last Name, Telephone Number	Date	

SCSW's Name, Telephone Number

Date

- [] Ordered as Recommended.
- [] Order of the Court:

Judicial Officer

Date