Department of Children and Family Services /
Bureau of Operations
Regional Office Address
City, State, Zip Code
CSW Name
CSW Phone Number
CSW File #, 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**
			Ex Parte Application

This information will populate from the Hearing Notebook and the child's Client Notebook. Correct and update as necessary.

IN THE MATTER OF

Name	**Date of Birth**	**Age**	**Sex**	**Court Number**

This information will populate from the Hearing Notebook and the child's Client Notebook. Correct and update as necessary.

PARENTS/LEGAL GUARDIANS

Name/ Birthdate	**Address/ Phone**	**Relationship/ To Whom**
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 information is unknown, enter "unknown" in the spaces provided.

A petition was filed on [**Enter Petition Date**] under WIC Section 300 [**Enter Sustained Allegation Codes**]. The child was declared a dependent of the Los Angeles County Juvenile Court on [**Enter Date**]. The most recent hearing date was [**Enter Date**] for a [**Enter type of Hearing**]. The next hearing is calendared on [**Enter Date**] for a [**Enter type of Hearing**].

REASON FOR APPLICATION

Enter: "The matter is now before the court for a Pre-Release Investigation Report regarding [enter the name(s) of the prospective caregiver(s)], the [enter the individual's relationship to the child] of [enter the name(s) of the child]."

NOTICES

Name	**Relationship**	**Method**	**Date**	**Agreed**

All information in this field is populated from the database. 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.

If this is a non-appearance hearing, enter "N/A."

REASON FOR RECOMMENDATION

1. **When the dialog box appears, select the appropriate placement issue and then select all that applies**.

2. **Enter the heading "ASSESSMENT/EVALUATION" and include the following:**
    - **Provide an assessment of the potential caregiver.**
    - **Discuss what is in the best interest of the child.**
    - **Include a description of any special physical, psychological, educational, medical or emotional needs the child may have.**
    - **Address the wishes of the parent, the potential caregiver, and the child, if appropriate.**
    - **Describe the nature and duration of the relationship between the child and the relative, and the relative's desire to care for and provide legal permanency for the child, if reunification is unsuccessful.**
    - **Describe the ability of the individual to do the following:**
        - **Provide a safe, secure, and stable environment for the child.**
        - **Exercise proper and effective care and control of the child.**
        - **Provide a home and the necessities of life for the child.**
        - **Protect the child from his or her parents.**
        - **Facilitate court-ordered reunification efforts with the parents.**
        - **Facilitate visitation with the child's other relatives.**
        - **Facilitate implementation of all elements of the case plan.**

- **Provide legal permanence for the child if reunification fails.**
- **Arrange for appropriate and safe child care, as necessary.**
- **Address the relative's good moral character and any other adult living in the home.**
  - **Include information regarding any individual residing in the home that may have a prior history of violent criminal acts or acts of child abuse or neglect.**
- **Discuss the placement of siblings and half-siblings in the same home to maintain the continuity of the family unit.**
- **If siblings are not placed in the same home, document all efforts made to place them together and/or why it is not appropriate to place them together.**
- **Address the factors that led to the logical conclusion of what you are recommending.**
- **Include a discussion of the appropriateness of placing the child in the home of the parent/legal guardian, relative, or NREFM, or that the child should remain in the current placement.**
- **If the home of a prospective relative, legal guardian or NREFM has been assessed and the child was not placed in that home, state the specific reason(s as to why the child was not placed in that home (as specified on the DCFS 724, SOC 815, SOC 817 and SOC 818).**
- **If the home is approved, indicate that the home has met all of the approval standards.**

3. **Enter the heading "ATTACHMENT(S)."**
   - **List any other documents that support your assessment and recommendations in this report (e.g., the DCFS 724, SOC 815, SOC 817, SOC 818).**
   - **Include the title of the attachment and the date the attachment was written.**

4. **Include all listed attachment(s) with the report when submitting to court.**

RECOMMENDATION

Enter the appropriate recommendation relating to whether the child should or should not be placed in this home.

It is respectfully recommended:

That the child's placement in the Enter name of placement be approved effective Enter Date.

Additional Information:

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

Executed at   , California this   day of   ,   .

_____   _____
CSW Name, Title, File #. First Initial, Last Name, Phone Number   Date

_____   _____
SCSW Name, SCSW, Phone Number   Date

[ ]   Ordered as Recommended.

[ ]   Order of the Court:

_____
Judicial Officer

_____
Date