

MANUAL TRANSMITTAL

Arkansas Department of Human Services
Division of Children and Family Services

Policy Form **Policy Directive**

Issuance Number: FSPP 2007-16

Service Programs Policy Manual

Issuance Date: Oct 5, 2007

From: Pat Page, DCFS Director

**Expiration Date – Until
Superseded**

Subj.: Executive Directive: Policy Regarding the Criteria a Youth in Foster Care Must Meet When Requesting Permission to Apply for an Arkansas Learner's or Intermediate Driver's License and the Requirement for Liability Insurance. Procedures and Forms (CFS-388 and CFS-389), which Support the Request, Review and Approval Process are also provided.

This Executive Directive (ED 2007-16) addresses three (3) issues.

First, it identifies the state and Division criteria that a youth in foster care must meet when requesting permission to apply for an Arkansas Learner's or Intermediate Driver's License and to participate in the DCFS Foster Care Driving Insurance Reimbursement Program.

Second, it establishes the responsibilities for the youth, foster parents and various DCFS staff throughout the process.

Third, it provides two new forms: CFS-388 and CFS-389, which are used respectively to apply for permission to participate in the DCFS Foster Care Driver's License Program and the DCFS Driving Insurance Reimbursement Program.

In accordance with A.C.A. § 27-16-702 (a) (1) (D), this ED presents policy that establishes the DCFS Director's authority to appoint any Division staff member or foster parent to sign a youth's application for a driver's license. It further establishes that a youth in foster care having a driver's license is as a privilege not an entitlement.

The attached policy and procedures outline the youth's, foster parents and each DCFS staff member's responsibilities.

The state requires that the youth in foster care be at least 16 years of age, meet specified vision requirements and be free of any serious accident or traffic violation for the last twelve (12) months. The Division has additional requirements regarding the youth's behavior, school performance and enrollment in the Chafee Independent Living Program.

Further, liability insurance covering the youth as a driver is required on each specific vehicle the youth will be allowed to drive. The additional cost of insuring the youth as a driver of a specific motor vehicle owned by the foster parent can be reimbursed to the foster parent. The youth can be reimbursed if he or she owns the vehicle and pays for the liability insurance.

Once all requirements are met, the youth's continued compliance is monitored. A youth's driver's license may be withdrawn by the DCFS Director.

THIS EXECUTIVE DIRECTIVE IS EFFECTIVE IMMEDIATELY
Submit inquiries to: DCFS Policy Unit, phone (501) 682-8451