

INSTRUCTIONS

CFS-206-A (Notice of Child Maltreatment Allegation to Attorney Ad Litem, CASA, and Counsel in Dependency Neglect or FINS Case of Alleged Victim)

Purpose:

The "Notice of Child Maltreatment Allegation to Attorney Ad Litem, CASA, and Counsel in Dependency Neglect or FINS Case of Alleged Victim" (CFS-206-A) is designed to provide timely notification to the AAL, CASA, or counsel in dependency neglect, or FINS case of a child that a report of child maltreatment has been made identifying the child as the alleged victim.

Completion:

Name: Type or write the name of the AAL, CASA, or counsel in dependency neglect or FINS case.

Address: Enter the full address of the AAL, CASA, or counsel in dependency neglect or FINS case.

From: Enter the name, full address, and county of the DCFS staff sending the notice.

Date: Enter the date the notice is sent.

CHRIS Referral #: Insert the CHRIS referral number.

Name of Alleged Victim(s): Enter the name of the alleged victim(s)

Name of Alleged Offender: Enter the name of the alleged offender

Date of Allegation: Enter the date the allegation was originally made.

Allegation: Insert a brief description of the suspected child maltreatment.

Signature: Print and sign the name of the staff member who is sending the form.

Routing:

1. Send copy to the AAL, CASA, or counsel in dependency neglect or FINS case within **five business days** of receipt of hotline report.
2. Retain a file copy.