



Arkansas Department of Human Services
Division of Children and Family Services

Notice to Adult Relatives by Blood, Adoption or Marriage that a
Child Has Been Taken into DCFS Custody

To: _____

Address: _____

From: _____

Phone: _____

Email: _____

Date: _____

Dear _____:

You have been identified as a relative of _____ who is now in the custody of the
Arkansas Department of Human Services' Division of Children and Family Services (DCFS). DCFS has removed or is removing the
above-named child from the home of _____. We believe that relatives play an important
role in the lives of children, especially children who must be temporarily cared for by someone other than their parents. Children do
better when they can temporarily live with or stay connected in other ways to people who know and care about them.

We are contacting you to see if you are interested in being considered as a temporary home for or otherwise staying in contact with
_____ while s/he is in custody. In the next few days, I or someone from my agency will
call you to review your options for helping to care for _____.

Pursuant to Arkansas Code Ann. §9-28-107, this is your notice that you have the option to (1) Participate in the care of the child, (2)
Participate in the placement with the child, and/or (3) Visit the child.

If you are interested in having the child temporarily live in your home with you, one option may be to become a Provisional Foster
Home. DCFS may approve your home as a Provisional Foster Home after conducting (1) a health and safety check, which includes
background checks, and (2) a visual inspection of your home.

If your home is opened as a Provisional Foster Home, you may receive benefits if you qualify after the child is placed in your home,
such as Supplemental Nutrition Assistance Program (SNAP—formerly known as food stamps). DCFS may also provide daycare
assistance if appropriate. The child will receive medical insurance.

Within six months of becoming a Provisional Foster Home, you must meet all other foster home requirements including attending
foster parent training. If you are approved as a Regular Relative Foster Home, DCFS will provide all services and supports available
to every child in foster care, such as monthly board payments for the child. In addition, if you become a fully approved Regular
Relative Foster Home, you may eventually qualify to serve as a guardian for the child and receive a guardianship subsidy.

If you are not approved as a Regular Relative Foster Home within six months of becoming a Provisional Foster Home, then one of the
following must take place: (1) You must receive permanent custody of the child, or (2) Your Provisional Foster Home must be closed
and the child must be removed.

If you are not able to provide a temporary home for _____, there are other ways for you
to stay involved in his/her life and maintain important family connections. You might arrange regular weekend or holiday visits at
your home or offer to transport _____ to and from school, medical appointments, or
other activities.

We will call you in the next few days to explore your options, but feel free to contact me sooner. My phone and email are listed
above. We need to communicate with you at your earliest convenience either by phone, mail, email, or in person, to determine if you
are interested in (1) Participating in the care and placement of the child (to potentially include becoming a provisional foster parent),
or (2) Visiting the child. Contacting me will help ensure that you do not lose the opportunity to connect with
_____ now or in the future.

Signature of Contact Person