

**Executive Directive 07.06.20:
Agreements for Resource Parents Traveling Outside of Arkansas
with Children Placed in Their Homes During the COVID-19 Pandemic**

TO: DCFS All

FROM: Mischa Martin

DATE: July 6, 2020

COVID-19 cases and deaths have been reported in all 50 states, and the situation is constantly changing. Travel increases chances of getting infected and spreading COVID-19, so staying home is the best way to protect yourself and others from getting sick. However, the Division of Children and Family Services (DCFS) recognizes that there are reasons for which resource parents may need to travel and bring the children placed in their home by the Department of Human Services (DHS) with them.

In the event that a resource parent plans to travel outside of Arkansas with the children placed in their care by DHS, the resource parents must inform their Resource Worker and the child's primary Family Service Worker (FSW) of their travel plans with as much advance notice as reasonably possible.

Upon receipt of notification from the resource parents, the FSW will complete a DHS-1010 form to gain approval from the appropriate chain of command for the child to travel outside of Arkansas.

Once approved, the resource parent, **will also be required to read and sign the attached CFS-012: Agreements for Resource Parents Traveling Outside of Arkansas with Children Placed in Their Homes During the COVID Pandemic** acknowledging their agreement to the considerations and actions listed on the form for each trip they choose to make outside of Arkansas that includes, upon approval of the DHS-1010, bringing the children placed in their home with them. The CFS-012 must be completed by the resource parents and submitted to their Resource Worker prior to each departure. The CFS-012 does not need to be submitted with the DHS-1010. Each completed CFS-012 will be maintained in the resource parents' record.

Social distancing and wearing a mask when in public or around non-household members is critical to preventing the spread of COVID. We want our resource parents and children in our custody to stay well. Thank you for your assistance and cooperation in keeping them healthy!