

Administrative Reviews

The Department of Children, Youth and Families (the Department) establishes a permanency goal for each child in out of home placement and monitors permanency planning through ongoing strength-based assessments of the family and regularly scheduled Administrative Reviews. The Administrative Review is a structured discussion of family status, facilitated by an Administrative Review Officer (ARO) to independently evaluate the safety and well-being of and progress toward permanency for each child in out of home placement. The ARO facilitates Administrative Reviews in collaboration with Family Services Units and Juvenile Probation and in partnership with families, stakeholders, community providers and the Family Court. The initial Administrative Review is convened six months from the date of placement. A subsequent review is conducted by the Family Court during its twelve month permanency hearing. If a child remains in placement, the ARO convenes a review at eighteen months and the Family Court conducts a subsequent review at twenty-four months at a permanency hearing. A review may be rescheduled and convened within thirty days of the initial scheduled date to meet the needs of the family or the Department. In compliance with federal and state law, and Department policy, the Administrative Review provides the opportunity for the assessment of each child's status to:

- Determine the safety of the child, the continuing need for the appropriateness of placement and to ensure that both in and out of state permanent placement options are considered (IV-E requirement).
- Determine the extent of progress made toward alleviating or mitigating the causes necessitating the placement.
- Project a likely date by which the child may be returned and safely maintained at home or placed for adoption or legal guardianship.
- Obtain the child's view on his/her permanency or transition plan (IV-E requirement).

Who attends?

All interested parties should be invited to participate including foster parents/kinship providers, both parents, service providers, attorneys, and therapists working with the child.

What role do you play as a foster parent/kinship provider?

Information provided by you can be very valuable. If you are unable to attend, please complete the form sent to you by the Administrative Review Unit.