# **CALIFORNIA CHILD WELFARE CASE REVIEWS CAREGIVER PARTICIPATION LETTER TEMPLATE**

Regarding: Sally Child

Dear Ms/Mr. Foster Parent/Relative:

**The above child’s case has been selected for review regarding services provided to the child, family, and care providers, and our records indicate that he/she was placed with you during some portion of the review period.** All 58 counties in the state are participating in a federal review process to obtain feedback and assess areas where counties are doing well and areas where counties can make improvements so that children and families have better outcomes.

**As part of the review process, I would like to meet with you in person to ask about your experiences with Child Welfare Services, and to obtain your feedback regarding what worked well for you, concerns you may have, and what you might want to change.**

Any information you share with me or other members of the case review team is confidential, will not be shared with your social worker (should the case be currently open), and will not affect the case outcome or any benefits you may be receiving.

In addition to meeting with you, I will also be arranging interviews with the child, the child’s parents/guardians, and the social workers, as well as reviewing case records. While your participation is voluntary, it is highly valued and I hope you decide to participate. The information you share is extremely valuable and can be used to help make program improvements in Child Welfare.

**Please contact me at (XXX) XXX-XXXX to arrange an interview or to discuss any concerns you may have regarding participating.** Thank you for your assistance with improving Child Welfare in our community.

Sincerely,

Susie Social Worker