

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



August 19, 2002

ALL COUNTY INFORMATION NOTICE NO. I-62-02

REASON FOR THIS TRANSMITTAL

- ☐ State Law Change
- ☐ Federal Law or Regulation Change
- ☐ Court Order
- ☐ Clarification Requested by
One or More Counties
- ☒ Initiated by CDSS

TO: ALL COUNTY WELFARE DEPARTMENTS
ALL COUNTY PROBATION DEPARTMENTS
ALL COUNTY COUNSEL
ALL PUBLIC AND PRIVATE ADOPTION AGENCIES
ALL CDSS ADOPTION DISTRICT OFFICES
ALL COUNTY DISTRICT ATTORNEYS
ALL COUNTY FRAUD UNITS

SUBJECT: **USE OF CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS
SYSTEM (CLETS) FOR EMERGENCY PLACEMENT ASSESSMENTS**

This notice was developed in conjunction with Mr. Doug Smith, Deputy Director, Division of California Justice Information Services, California Department of Justice. The purpose of this All County Information Notice is to alert counties of Information Bulletin No. 01-03-BCIA, dated February 21, 2001 issued by the California Department of Justice, Division of California Justice Information Services to all California Law Enforcement and County Child Welfare Agencies.

This bulletin states that a county social worker is authorized to a full disclosure of the criminal history record obtained via CLETS, as part of an emergency assessment of the suitability of placing a child temporarily with relatives (including non-relative extended family members), prospective guardians and other individuals who are not licensed or certified foster parents. In other words, when a social worker makes such a request, the social worker is entitled to a full disclosure of any criminal history information obtained via CLETS from the California Department of Justice. Information from any criminal history record obtained shall not be used for any other purpose and shall not be disclosed or a copy provided to another agency or person. Providing the information to another person or agency can lead to criminal prosecution and/or termination of access to the information. Also, for any criminal record check requested by the child welfare agency through CLETS, the child welfare agency shall ensure that a fingerprint check is initiated within five judicial days.

If the county's fraud unit or local law enforcement agency does not provide a full disclosure of the criminal history record, then the social worker should contact the California Department of Justice Command Center (Command Center) at (916) 227-3244. The Command Center will provide 24-hour, seven days a week, name search service for the temporary emergency placement of a child.

Please telephone George Renfroe, Manager, Communications Administration Program, Bureau of Criminal Information and Analysis, California Department of Justice, at (916) 227-3863 if you would like a copy of Information Bulletin No. 01-03-BCIA, or encounter difficulties accessing CLETS via your local fraud unit, local law enforcement agency, or the Command Center.

If you should have additional questions or concerns regarding the above, please contact Ms. Marika Wolf, Manager, Recruitment Network Development Unit, Foster Care Support Services Bureau at (916) 322-3537.

Sincerely,

Original Document Signed By

SYLVIA PIZZINI
Deputy Director
Children and Family Services Division