



NOTICE OF PERIODIC CASE REVIEW

State Form 48997 (R4 / 6-06) / CW 0002

Date (month, day, year)

TO:

Name
Address (number and street, city, state, and ZIP code)

In the matter of _____, a child under the supervision of _____ local Department of Child Services (DCS) office.

IC 31-34-21-4 requires the local DCS office to notify the following persons of a periodic case review regarding a child, including a permanency hearing under IC 31-34-21-7, at least 10 days prior to such review:

- (1) The child's parent, guardian, or custodian.
- (2) An attorney who has entered an appearance on behalf of the child's parent, guardian, or custodian.
- (3) A prospective adoptive parent named in a petition for adoption of the child filed under IC 31-19-2 if:
 - (A) each consent to adoption of the child that is required under IC 31-19-9-1 has been executed in the form and manner required by IC 31-199 and filed with the local DCS office;
 - (B) the court having jurisdiction in the adoption case has determined under any applicable provision of IC 31-19-9 that consent to adoption is not required from a parent, guardian, or custodian; or
 - (C) a petition to terminate the parent-child relationship between the child and any parent who has not executed a written consent to adoption under IC 31-19-9-2 has been filed under IC 31-35 and is pending.
- (4) Any other person who:
 - (A) the local DCS office has knowledge is currently providing care for the child; and
 - (B) is not required to be licensed under IC 12-17.2 or IC 12-17.4 to provide care for the child.
- (5) Any other suitable relative or person who the local DCS office knows has had a significant or care giving relationship to the child.
- (6) Any other party to the child in need of services proceeding.

Exception: If the parent of an abandoned child does not disclose the parent's name as allowed in IC 31-34-2.5-1(c), the parent is not required to be notified of a periodic case review, including a case that is a permanency hearing.

At least 10 days before the periodic case review, including a case review that is a permanency hearing under IC 31-34-21-7, the local DCS office shall provide notice of the review to the child's foster parent or long term foster parent by:

- (1) Certified mail; or
- (2) Face-to-face contact by the local DCS office caseworker.

NOTE: A long term foster parent is a foster parent who has provided care and supervision for a child for at least the 12 most recent months or 15 of the most recent 22 months.

In accordance with IC 31-34-21-4, as the child's _____, you are hereby notified of a case review regarding the above-named child(ren) as follows:

Location			
Day of the week	Date (month, day, year)	Time	<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.

The court is required to provide you an opportunity to be heard and to make any recommendations to the court during the periodic case review, including a case review that is a permanency hearing. The right to be heard and to make recommendations includes the right of a person who is required to receive notice of periodic case reviews to: (1) submit a written statement to the court, which statement, if served upon all parties to the child in need of services proceeding and the persons requiring notice of periodic case reviews, may be made a part of the court record; and (2) present oral testimony to the court and cross examine any of the witnesses at the hearing.

The court shall continue the review if, at the time of the review, the local DCS office has not provided the court with signed verification from the child's foster parent or long term foster parent that the foster parent or long term foster parent has been notified of the review at least five (5) business days before the review. However, the court is not required to continue the review if the child's foster parent or long term foster parent appears for the review.

NOTE: A petition to terminate the parent-child relationship must be filed whenever the child has been removed from the child's parent and has been under the supervision of the local DCS office for at least 15 of the most recent 22 months.

Signature	Printed name	Title
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