

## Waiver of Two Week's Notice

CS-44

### Purpose:

This form provides a method for waiving the two (2) weeks advance notice required before removing a foster youth from a foster home.

### When to Use:

The waiver is to be secured at the time of placement in an emergency foster home or a regular foster home which is intended to be for less than two (2) weeks.

### Number of Copies:

After completion of the form including dated signatures, a copy is made for the resource provider and the original is placed in the resource home case record.

### Instructions for Completion:

- Enter the foster youth's name
- Enter the original date that the foster youth was placed
- Both resource providers sign and enter the date of signature.
- Enter the address of the resource provider
- Enter the telephone number of the resource provider
- Print the name of the Children's Service Worker
- Children's Service Worker signs and enters the date of signature
- Enter the Circuit in which the resource provider resides
- Enter the County in which the resource provider resides

### Retention:

This letter is retained in the form section of the resource provider case file.

### MEMORANDA History:

CS88-91, CD10-118