
**ORANGE COUNTY SOCIAL SERVICES AGENCY
CFS OPERATIONS MANUAL**

Effective Date: September 1, 1992
Current Revision: August 10, 2017

Number: D-0313

Visitation Guidelines

Purpose To provide visitation requirements and guidelines to arrange unmonitored, supervised, and monitored visits for families involved with the Orange County Juvenile Court.

Approved This policy was approved by Anne Bloxom, Director of CFS, on August 10, 2017. *Signature on file.*

Most Recent Revision This revision of the Policy and Procedure (P&P):

- Expands the definition of “Supervised Visit” to include single family visits supervised by a caregiver, relative/Non-Related Extended Family Member (NREFM), or other individual approved by the assigned Senior Social Worker (SSW) or the Juvenile Court (Court)
- Incorporates the San Ysidro Port of Entry Protocol
- Pursuant to Senate Bill (SB) 1099 (2014), expands sibling visitation and indicates a child can petition the court to establish a sibling relationship and visitation with a non-dependent child still in the physical custody of a legal or biological parent
- Adds a Visitation Plan policy section
- Adds that a change or modification of a visitation order will be requested if continuing the visitation would be detrimental to the child
- Adds an exception that PM approval is not needed for case transfers with monitored visitation when the matter is set for a WIC § 366.26 Selection and Implementation hearing or the parent(s) is incarcerated

Background

Visitation between a child involved in Juvenile dependency proceedings and his/her parents and/or other individuals significant to the child (e.g., siblings, grandparents, Important Persons, etc.), is a key aspect of child welfare case management. There are numerous benefits to facilitating visitation in a safe supportive environment, including but not limited to:

- Preservation and strengthening of family connections and significant relationships for a child
- Enabling visitors to stay current with a child's development
- Facilitating the reunification process and contributing to family stability
- Supporting placement stabilization and adjustment to out-of-home care
- Enhancement of a child's emotional well-being
- Assessment of visitation for case planning purposes

Orange County Children and Family Services (CFS) staff use three primary methods of visitation: unmonitored, supervised, and monitored visits.

Definitions

Visit: Refers to a face-to-face contact between a child and another person or persons deemed appropriate by CFS or the Court.

Unmonitored Visit: An unmonitored visit consists of a detained/dependent child and another person or persons without the presence and oversight of CFS staff or a third party approved by the assigned SSW or the Court.

Supervised Visit: A supervised visit may consist of either:

- Multiple families and detained/dependent children held at a designated visitation site observed by CFS staff, CFS-Contracted Staff, or Trained Volunteer Staff

–Or–

- A visit for a single family where a caregiver, relative/NREFM, or other individual approved by the assigned SSW or the Court, is required to be present and responsible for the visit

Monitored Visit: A monitored visit consists of a detained/dependent child and another person or persons who are closely observed by one monitor who is either CFS staff, CFS-Contracted Staff, or a third party, such as a caregiver, Foster Family Agency (FFA) social worker, relative/NREFM, or other individual approved by the assigned SSW or the Court.

POLICY

Visitation Requirements

State laws and regulations mandate minimum visitation requirements among children in out-of-home care and specific parties (as applicable to a case). These parties include:

A. **Parent(s)/Guardian(s):**

The assigned SSW will arrange for visitation between a child and his/her parent/guardian.

The Visitation Plan, as specified in the child's Case Plan, will include, at a **minimum**, monthly visitation; however, in consideration of case-specific circumstances, and in accordance with Welfare and Institutions Code (WIC) Section (§) 362.1, visitation should occur as frequently as possible, consistent with the best interests of the child, provided the:

- Child is receiving family reunification (FR) services. (**Note:** Should efforts to reunify the family prove unsuccessful during the development of a permanent plan on behalf of a child, consider the appropriateness of ongoing parent/guardian visitation, and make arrangements to facilitate continued contact, as appropriate)
- Whereabouts of the child and parent/guardian are known. (**Note:** Should the whereabouts of either party be unknown, notify the Court and on a monthly basis, document in the Child Welfare Services/Case Management System [CWS/CMS] Contact Notebook, that the whereabouts of the client remain unknown.)

Refer to the "Visitation Plan" Policy section for further information on creating a visitation plan.

Any exceptions to the minimum visitation requirements, up to a minimum of once every six months, require Court approval.

Visitation arrangements will also be made, when ordered by the Court, in cases in which reunification is not offered to the parent at Disposition.

Additionally, pursuant to WIC § 361.5, visitation arrangements will be made for a parent who has been incarcerated, institutionalized, detained or deported to his/her country of origin, in accordance with the established Visitation Plan,

unless the Court determines visitation would be detrimental to the child. For further information, refer to [CFS P&P Incarcerated and institutionalized Parents \(G-0308\)](#).

Refer to the [Mexican Consulate Office—San Ysidro Port of Entry Protocol for Visitations Approval](#) for information regarding arranging visitation with a parent in Mexico, and additional Consulate Guidelines.

B. Siblings:

As required by WIC §§ 362.1 and 16002, the assigned SSW will make diligent efforts to arrange for **ongoing and frequent** visitation among dependent siblings placed in out-of-home care and non-dependent siblings in the custody of a mutual parent who is subject to the Court's jurisdiction, as specified in the Case Plan, when:

- The siblings are not already placed together
- The family (or any child of the family) is receiving FR services. (**Note:** If FR services are not ordered by Court, or efforts to reunify the family prove unsuccessful during the development of a permanent plan on behalf of a child, consider the appropriateness of ongoing sibling visitation and make arrangements to facilitate continued contact, as appropriate.)
- The Court has not determined, by clear and convincing evidence, that sibling interaction would be contrary to the safety or well-being of the child(ren)

If sibling visitation is suspended by Court, the reason(s) for the suspension will be reviewed at each subsequent Status/Periodic Review hearing.

Note: Pursuant to WIC § 388, a child or non-minor dependent may petition the court to establish a sibling relationship and visitation with a non-dependent child still in the physical custody of a legal or biological parent.

C. Grandparents:

In accordance with WIC § 16507 and California Department of Social Services (CDSS) Division 31 Regulations, Section 31-345, the assigned SSW will arrange visitation between a child and his/her grandparents, as specified in the Case Plan, when:

- The child is receiving FR services
- Visitation is in the best interest of the child and will serve to maintain/strengthen the family relationships of the child

D. **Important Persons:**

Per WIC § 16501.1, transitioning youth and children 10 years of age and older, placed in out-of-home care for six months or longer, will have the opportunity to maintain relationships with Important Persons, as defined in CFS P&P [Maintaining Connections with Important Persons \(D-0410\)](#), who have attained a level of significance to the child.

The assigned SSW will make efforts to identify, establish, and maintain the child's relationships with his/her Important Persons and arrange visitation, as appropriate.

Visitation between children and individuals not considered Important Persons may be arranged and/or facilitated as deemed appropriate by CFS or the Juvenile Court.

**Compliance
with Court
Orders**

The assigned SSW will adhere to visitation orders issued by the Court, including those specified in the court-ordered Case Plan.

In addition, the assigned SSW will inform CFS staff associated with the case of any specific visitation orders relevant to their involvement in the case.

If after implementing or attempting to implement court-ordered visitation, it appears that continuing the visitation would be detrimental to the child, the assigned SSW will ask the Court to change or modify the visitation order. The request to change or modify the visitation order should include a description of the detriment to the child.

Note: If circumstances arise that pose a potential physical risk to the child's safety, immediately contact County Counsel for consultation.

When clarification or modification to an existing visitation order is deemed necessary, the assigned SSW will:

- Contact the Court Officer assigned to the courtroom in which the dependency proceedings are held
- Contact the Deputy County Counsel assigned to the case
- Appear in court to discuss, if directed to do so by County Counsel

- Complete a *Request to Change Court Order (JV-180)* and forward to a Senior Social Services Supervisor (SSSS) in the Court Officers Unit for submission to Juvenile Court. (**Note:** A *JV-180* may not be necessary to liberalize or restrict visitation if Court has already granted this authority.)

Choosing the Type of Visits

The assigned SSW and SSSS will make a determination about the most appropriate type of visitation for each person with whom the child will visit on a case-by-case and person-by-person basis, taking into account:

- Court visitation orders (see Policy section “Compliance with Court Orders” for further information)
- Individual risk and safety factors
- Specific case circumstances

When determining the type of visit, a thorough review of Structured Decision Making (SDM) tools is encouraged. SDM Risk Assessment tools assist in determining the presence of Safety Threats, and/or actions of protection that mitigate danger when the visitor is a parent. Refer to CFS P&P [Structured Decision Making \(D-0311\)](#) for further guidelines.

Every effort will be made to allow visits to take place under circumstances that are the least intrusive to the child and the visitors, consistent with the child’s safety.

A. **Unmonitored Visits:**

Unmonitored visits will be recommended when the visitor poses no identifiable risk to the child’s safety. When deemed necessary, the SSW may require the visitor to specify the location of the unmonitored visit and may choose to drop in on the visit unannounced to ensure compliance.

Note: Per CDSS Division 31 Regulations, Section 31-340, if a child is removed from his/her parent/guardian due to a finding of “severe physical abuse” as defined in WIC § 300(e), no visits with the parent/guardian will be unmonitored unless otherwise ordered by the Court.

B. **Supervised Visits:**

Supervised visits will be recommended when completely unmonitored contact between the child and the visitors poses some risk to the child’s safety and that risk level does not require the one-on-one oversight of a monitor.

Supervised visits may occur at a designated visitation center or an agreed upon location (e.g., park, caregiver's home, etc.).

Note: For supervised visits at a designated visitation center, the number of staff providing supervision will vary depending on the capacity and layout of the site and the number of children and visitors participating in the visit.

Circumstances where supervised visits may be necessary include, but are not limited to cases where there is:

- A possibility, based on case history, that the visitor might cause physical injury to the child, and the child's safety depends on the visitor and child being in a supervised setting during the visit
- A possibility, based on case history, that the child might be physically injured due to the inability of the visitor to supervise the child appropriately. This might include circumstances where a mentally and/or emotionally challenged visitor is unable to foresee and/or protect the child from dangerous situations unless the visit is held in a supervised setting
- A possibility, based on case history, that the child might be abducted by the visitor and conducting the visit in a supervised setting decreases that risk to an acceptable level
- A possibility, based on case history, that the child might be sexually molested by the visitor and the child's safety depends on the visitor and child being in a supervised setting
- A visitor with a documented history of substance abuse who has not started drug testing or is testing positive or has tested negative for less than 30 days. (**Note:** Visit will be cancelled if the visitor's behavior is assessed by the visit supervisor to place the child(ren)'s safety at risk.)
- A child is suffering significant emotional distress by being alone with a visitor without knowing that a third party is available to assist them if necessary (i.e., child expresses fear that the visitor will hit or yell during the visit)

Note: Security personnel may or may not be present at designated supervised visitation centers.

C. **Monitored Visits:**

Monitored visitation will be selectively recommended. The necessity for a monitor is generally anticipated to be time-limited except in very unusual circumstances. There will be a minimum of one monitor per family. Circumstances where monitored visits may be necessary include, but are not limited to, cases where there is:

- Strong possibility, based on case history, that the visitor will cause physical injury to the child and the child's safety depends on a third party being with them at all times during the visit
- Strong possibility, based on case history, that the child will be physically injured due to the inability of the visitor to supervise the child appropriately. This may include situations where a medically fragile child requires monitoring for which the visitor is not trained, or where a mentally and/or emotionally challenged visitor is unable to foresee and/or protect the child from dangerous situations
- Strong possibility, based on case history, that the child will be abducted by the visitor
- Strong possibility, based on case history, that the child will be sexually molested
- The Court has ordered FR services will not be offered and the case will go directly to a WIC § 366.26 Selection and Implementation hearing after disposition
- Case circumstances that require close oversight of contact between the child and the visitors during the investigation phase of the case (i.e., facts of the case are not sufficiently clear to allow the assigned SSW to determine the level of risk to the child, or the child's testimony might be compromised without monitored contact)
- A criminal case is pending and the child's testimony might be compromised without monitored contact

Note: Monitored visits that continue beyond the date of the Dispositional hearing require Program Manager (PM) or Supervisory approval (as applicable) and subsequent re-approval every three months. For information regarding the appropriate approval required, refer to the Policy section "SSSS and PM Review of Visitation."

**Roles and
Responsibilities—
Supervised
Visits**

- A. **Visit Supervisor's Role:**
(CFS staff, CFS-contracted staff, Trained Volunteer staff, caregiver, relative/NREFM, or other individual approved by the assigned SSW or the Court)

The visit supervisor will:

- Ensure the child and the visitor(s) can be seen at all times during the visit.
- Observe all interaction between the child and the visitor(s)
- Be available to ensure the child's safety at all times and to help child as necessary
- Cancel or terminate the visit, if the safety or well-being of the child is jeopardized by a visitor

In addition to the above, if supervised visits occur at a designated visitation center, the CFS staff, CFS-contracted staff, Trained Volunteer staff will:

- Maintain a courteous, professional relationship with visitors
- Be present to make contact with the child and visitors at the beginning of the visit. (**Note:** The person transporting the child must remain with the child until designated staff releases him/her. If the transporter does not wish to have contact with the visitor, the assigned SSW will ask the visit supervisor if a drop-off location can be arranged that does not bring the transporter and the visitor into contact.)
- Verify the identity of visitors, and person picking child up after the visit. (**Note:** If picture identification [ID] is not available, the assigned SSW will indicate the form of ID that will be acceptable and/or provide a description of the person on the referral form.)
- Maintain a log of children and visitors utilizing the *Supervised Visitation Log (F063-25-604)*
- Obtain medical and emergency contact information for the child using *Supervised Visitation Check-In (F063-25-582)*
- While providing supervision, walk around the visitation center frequently
- Observe interaction between the child and the visitor(s) in an unbiased manner with sensitivity to cultural issues that might impact the visitation
- Release the child to the caregiver/designee at the end of the visit

- Notify the assigned SSW by telephone or email either on the day of the visit or the next business day if any significant circumstance occurs during the visit
- File a *Special Incident Report (SIR)* (F063-03-48) when necessary. See SSA Administrative P&P [Special Incident Report \(F 13\)](#) for additional information about the circumstances that require a report to be filed. (**Note:** Trained Volunteer staff supervising visits will notify the assigned SSW on the day of the incident whenever possible, or no later than the next business day, so that the assigned SSW can file the required report.)
- Provide the assigned SSW with the names of the visitors and the child either by telephone or email

Note: In accordance with SSA Administrative P&P [Mandated Suspected Abuse Reporting \(D 16\)](#), CFS staff who supervise visits are mandated to immediately report to the Child Abuse Registry, any observed incident of suspected child abuse which occurs during a visit.

B. Assigned Social Worker's Responsibilities:

The assigned SSW will facilitate necessary arrangements for visitation, as ordered by the Court:

- Assess the appropriateness of the visit supervisor. Refer to CFS P&P [Live Scan Fingerprinting \(B-0115\)](#) for background clearance guidelines
- When applicable, complete and submit appropriate referrals
- Ensure everyone involved in the visit is clearly informed about the beginning and ending time of the visit
- Ensure transportation to and from the visit for the child. (**Note:** Encourage caregiver to provide transportation whenever possible and appropriate. Refer for transportation services, as necessary.)
- Review the *Supervised Visitation Guidelines (F063-25-580)* with the visitors prior to the beginning of the first visit

For visits occurring at a designated visitation center:

- Inform visitors that proof of ID will be required to attend the visit, and if visitor does not have a picture ID, indicate the form of ID that will be acceptable and/or provide a description of the visitor on the referral form
- Arrange for an alternative drop-off location if the person

Roles and Responsibilities—Monitored Visits

bringing the child to the site does not wish to have contact with the visitor

- Immediately forward any report provided by a non-CFS employee, of suspected child abuse occurring during a supervised visit, to the Child Abuse Registry, if the incident has not already been reported

A. **Visit Monitor's Role:**

(CFS staff, CFS-contracted staff, Trained Volunteer staff, FFA social worker, caregiver, relative/NREFM, or other individual approved by the assigned SSW or the Court)

The visit monitor will:

- Assume responsibility for the safety and well-being of the child throughout the visit
- Intervene when necessary to maintain control of the visit and redirect inappropriate behavior
- Stay with the child at all times during the visit
- Closely observe all interaction (e.g., physical contact, dialogue) among the parties involved in the visit. (**Note:** The visit monitor will be fluent in the language spoken during the visit.)
- Cancel or terminate the visit if the safety or well-being of the child is jeopardized by the visitor
- Notify the assigned SSW immediately of any unusual or concerning events that occur during the visit

In addition, all CFS staff, CFS-contracted staff, or Trained Volunteer staff serving as visit monitors will:

- Maintain a courteous, professional relationship with visitors
- Monitor the visit in an objective, unbiased manner that is sensitive to cultural issues that may impact the visitation
- Provide written feedback regarding the nature and quality of the visit to the assigned SSW within seven calendar days using the *Monitored Visit Checklist (F063-25-265)* or creating a Contact in the child's notebook in CWS/CMS. (**Note:** For further information regarding entering visitation contacts in CWS/CMS, refer to [CWS/CMS Data Entry Standards—Child/Parent-Guardian Visits.](#))
- File a *Special Incident Report (SIR) (F063-03-48)* as necessary. See SSA Administrative P&P [Special Incident Report \(F 13\)](#) for information regarding

circumstances requiring an *SIR (F063-03-48)* to be filed. (**Note:** Trained Volunteer staff will provide the information to the assigned SSW as soon as possible, but no later than one business day after the incident so that the assigned SSW can file the *SIR [F063-03-48]*.)

Note: In accordance with (SSA) Administrative P&P [Mandated Suspected Abuse Reporting \(D 16\)](#), CFS staff who monitor visits are mandated to immediately report to the Child Abuse Registry, any observed incident of suspected child abuse which occurs during a visit.

B. Assigned Senior Social Worker's Responsibilities:

In addition to facilitating necessary arrangements for visitation ordered by the Court, the assigned SSW will:

1. Assess the appropriateness of the visit monitor. Refer to CFS P&P [Live Scan Fingerprinting \(B-0115\)](#) for background clearance guidelines.
2. When applicable, complete and submit appropriate referrals.
3. Ensure transportation to and from the visit for the child.

Note: Encourage caregiver to provide transportation whenever possible and appropriate; refer for transportation services, as necessary.

4. Ensure that any visit monitors who are not CFS staff or CFS-contracted staff are aware of their responsibilities as visit monitors. The information in the "Visit Monitor's Role" section of this P&P will be used to guide the discussion with relative caregivers, NREFMs, and other untrained persons monitoring visits.
5. Observe the child's first monitored visit with each visitor to assess the appropriateness of the visitor's interaction with the child in order to be aware of any potentially problematic behaviors.
6. Provide the visit monitor with all information necessary to monitor the safety of the child and to prevent the visitor from engaging in inappropriate behavior. Information to be provided will include but is not limited to:

- The specific reason the visit is to be monitored
- The purpose for the visit
- Whether any other person may accompany the visitor
- Any history of threatening or belligerent behavior on the part of the visitor and/or potential child safety issues
- Any inappropriate incidents that have occurred during previous visits
- Concerns regarding substance abuse either current or in the past
- Specific topics that the visitor should not discuss with the child
- Pertinent information regarding the child, including special medical needs
- Instructions to follow in the event the visitor wishes to accompany the child on restroom visits and/or to have physical contact with the child

Note: To avoid disclosure of case-specific information to non-CFS staff, the assigned SSW will adhere to confidentiality guidelines in accordance with CFS P&P [Confidentiality—CFS Client Records \(F-0105\)](#) and offer general statements of behavior.

7. Ensure everyone involved in a visit is clearly informed about the beginning and ending time of the visit and review the *Monitored Visitation Guidelines (F0912-25-264)* with the visitor prior to the beginning of the first visit.
8. Ensure the consistency of the visit monitor to the extent possible.
9. Provide additional assistance and support in how to structure the visit when the monitor is a relative, NREFM, or parent.
10. Inform monitors they may be subpoenaed to testify at the child's hearing in Orange County Juvenile Court regarding the visits.
11. Immediately forward any report provided by a non-CFS employee of suspected child abuse occurring during a monitored visit to the Child Abuse Registry, if the incident has not already been reported.

Visitation Plan If a child is placed in out-of-home care, the Case Plan will include a Visitation Plan per WIC §§ 362.1 and 16501.1, and CDSS Division 31 Regulation 31-206. For guidelines to develop a Visitation Plan, refer to CFS P&P [Case Plans \(D-0101\)](#) and [Attachment 4—Case Plan Autotext Options: Case Management Services](#).

Visitation Guidelines The assigned SSW will ensure all visitors participating in monitored and/or supervised visits are provided with either the *Supervised Visitation Guidelines (F063-25-580)* or the *Monitored Visitation Guidelines (F0912-25-264)*, as appropriate, prior to beginning the first visit.

If the visitation guidelines are not available in the visitor’s language, the contents of the document must be explained to the visitor in their own language. Each visitor will be encouraged to sign the agreement; however, refusal to do so is not a basis for denying visitation.

The agreement does not need to be reviewed before or during subsequent visits unless the visitor must be reminded not to engage in prohibited behaviors or the visitation agreement changes.

Note: Visits supervised or monitored at Orangewood Children and Family Center (OCFC) by OCFC staff are subject to OCFC procedures and policies.

Visit Locations The location of a supervised or monitored visit will be chosen by the assigned SSW in consultation with adult(s) taking part in the visit.

The location of unmonitored visits may be chosen by the visiting adult(s) in consultation with the child’s caregiver, unless the assigned SSW has specified a location.

Note: The time of a supervised visit at a designated visitation center is subject to a first come, first served policy and, thus, times may be changed to accommodate space needs in the visitation areas. Staff monitoring the Supervised Visitation In-box will inform the referring program support staff of any conflicts.

See [Attachment 1—Supervised Visitation Centers](#) for the location of designated supervised visitation centers.

**Referral
Process—
Supervised
Visits**

A referral for a supervised visit will be submitted using the *Monitored/Supervised Visitation and Transportation Referral (F063-25-263)* form, sent to the support staff in each program designated for that purpose.

Additionally, if contracted services are available to facilitate supervised visits, the *Monitored/Supervised Visitation and Transportation Referral (F063-25-263)* may be submitted to the Resource Development and Management (RDM) program through the process established in each program for that purpose.

Note: Drop-in visits cannot be accommodated.

See [Attachment 2—Suggested Guidelines – Supervised/Monitored Visits and Visit Transportation](#) for additional information on making referrals for supervised visits.

**Referral
Process—
Monitored
Visits**

All referrals for monitored visitation that are to be facilitated by CFS or CFS-contracted staff (with or without transportation) will be submitted using the *Monitored/Supervised Visitation and Transportation Referral (F063-25-263)* form, sent to the support staff in each program designated for that purpose, where it will be processed as appropriate.

Additionally, the *Monitored/Supervised Visitation and Transportation Referral (F063-25-263)* form must also be submitted to the RDM program through the process established in each program for that purpose.

Visits monitored by caregivers, relatives, NREFMs, or other individuals approved by the assigned SSW or the Court do not require a referral unless transportation is required.

Visits monitored by OCFC staff for children residing at OCFC are arranged directly with OCFC and do not require the use of the *Monitored/Supervised Visitation and Transportation Referral (F063-25-263)* described above.

See [Attachment 2—Suggested Guidelines – Supervised/Monitored Visits and Visit Transportation](#) for additional information on making referrals for monitored visits.

Note: Monitored visit referrals will be assigned to contract visit monitors whenever possible.

Transportation for Visits

The assigned SSW will arrange for the caregiver to transport the child to visits. If the caregiver is unable or unwilling to provide transportation, the assigned SSW will contact approved relatives and NREFMs to arrange to transport the child. CFS staff and/or CFS-contracted services will be used to transport children to visits only as a last resort.

Note: In Family Maintenance cases, arrange for the parent to transport the child to visits whenever appropriate.

Transportation Referrals:

Transportation requests require submission of a *Monitored/Supervised Visitation and Transportation Referral (F063-25-263)* form to each of the following, as appropriate:

- Designated program support staff (for provision of service by CFS staff)
- The RDM program (for provision of service by CFS-contracted staff)

Referrals will be submitted through the process established in each program for that purpose. See [Attachment 2—Suggested Guidelines – Supervised/Monitored Visits and Visit Transportation](#) for additional information on making transportation referrals.

See CFS P&Ps [Transportation of Children \(D-0307\)](#) and [Car Seat Usage \(D-0301\)](#) for additional information about transporting children.

SSSS and PM Review of Visitation

The assigned SSW and SSSS will discuss the initial Visitation Plan to be recommended and will reassess the suitability of the plan regularly throughout the life of the case.

Immediately following the Dispositional hearing, all visitation will be unmonitored or supervised unless a determination is made that monitored visitation is/remains appropriate. Refer to the Policy section “Choosing the Type of Visits—Monitored Visits” for circumstances which may necessitate monitored visitation.

Monitored visitation following disposition requires the following approval (as applicable):

- PM approval (when monitored visits are facilitated by CFS or CFS-contracted staff)
- SSSS approval (when monitored visits are facilitated by a caregiver, relative, or NREFM)

Exception: This approval is not required when the monitored visitation has been ordered by Juvenile Court.

When transferring a case requiring continued monitored visitation, PM/SSSS approval (as applicable) for monitored visitation must be indicated on the *Case Transfer Summary (F063-28-319R)*, via signature of the sending PM/SSSS, in the “Current Visit Information” section of the form. If PM/SSSS approval is not included on the *Case Transfer Summary (F063-28-319R)*, the case may be returned by the receiving program to the sending SSW to obtain appropriate approval or modification of visitation arrangements.

Exception: PM approval is not needed for transfer of cases involving monitored visitation when the matter is set for a WIC § 366.26 Selection and Implementation hearing or if a parent receiving monitored visitation is incarcerated.

Whenever visits are monitored or supervised, the assigned SSW and SSSS will discuss visitation during each case conference to less restrictive visitation, consistent with the child’s safety. Some factors to consider may include:

- Social Services Agency authority to liberalize visitation
- Compliance with current Visitation Plan
- Progress with any Court-ordered services, if applicable
- Input from service providers (e.g., visitation monitor, therapist, parenting education instructor, etc.), if applicable

Whenever visits have been monitored for a three-month period, and less restrictive visitation (i.e., unmonitored or supervised) is not recommended, the SSW will staff the case with the SSSS and PM (as necessary) to obtain the following approval for the monitored visitation to continue:

- PM approval (when monitored visits are facilitated by CFS or CFS-contracted staff)
- SSSS approval (when monitored visits are facilitated by a caregiver, relative, or NREFM)

REFERENCES

Attachments and CWS/CMS Data Entry Standards

Hyperlinks are provided below to access attachments to this P&P and any CWS/CMS Data Entry Standards that are referenced.

- [Attachment 1—Supervised Visitation Centers](#)
 - [Attachment 2—Suggested Guidelines – Supervised/Monitored Visits and Visit Transportation](#)
 - [CWS/CMS Data Entry Standards—Child/Parent-Guardian Visits](#)
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Hyperlinks

Users accessing this document by computer may create a direct connection to the following references by clicking on the link provided.

- SSA Administrative P&P [Special Incident Report \(F 13\)](#)
 - CFS P&P [Transportation of Children \(D-0307\)](#)
 - CFS P&P [Car Seat Usage \(D-0301\)](#)
 - CFS P&P [Incarcerated and Institutionalized Parents \(G-0308\)](#)
 - CFS P&P [Live Scan Fingerprinting \(B-0115\)](#)
 - CFS P&P [Structured Decision Making \(D-0311\)](#)
 - CFS P&P [Maintaining Connections with Important Persons \(D-0410\)](#)
 - SSA Administrative P&P [Mandated Suspected Abuse Reporting \(D 16\)](#)
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Other Sources

Other printed references include the following:

None.

FORMS

Online Forms

Forms listed below may be printed out and completed, or completed online, and may be accessed by clicking on the link provided.

Form Name	Form Number
Special Incident Report	F063-03-48
Supervised Visitation Log	F063-25-604
Request to Change Court Order	JV-180

Hard Copy Forms

Forms that may be completed in hard copy (including multi-copy NCR forms) are listed below. ***For reference purposes only***, links are provided to view these hard copy forms, where available.

Form Name	Form Number
Supervised Visitation Guidelines	F063-25-580
Supervised Visitation Guidelines (Spanish)	F063-25-580SP
Monitored Visitation Guidelines	F0912-25-264
Monitored Visitation Guidelines (Spanish)	F0912-25-264SP
Monitored Visit Checklist	F063-25-265
Supervised Visitation Check-In	F063-25-582

CWS/CMS Forms

Forms that may **only** be obtained in CWS/CMS are listed below. ***For reference purposes only***, links are provided to view these CWS/CMS forms, where available.

Form Name	Form Number
Monitored/Supervised Visitation and Transportation Referral	F063-25-263
Case Transfer Summary	F063-28-319R

Brochures

Brochures to distribute in conjunction with this policy may include:

Brochure Name	Brochure Number
None.	

LEGAL MANDATES

[Welfare and Institutions Code \(WIC\) Section \(§\) 361.5](#) provides that visitation arrangements be made for incarcerated/institutionalized parents, unless the Court determines visitation would be detrimental to the child.

[WIC § 362.1](#) requires placement into foster care and provision of Family Reunification (FR) services, provisions for visitation with the parent(s)/guardian(s) and sibling(s) be made, consistent with the safety/well-being of the child.

[WIC § 388](#) provides that any child or non-minor dependent may petition the court to assert a sibling relationship and visitation with a non-dependent child still in the physical custody of a legal or biological parent.

[WIC §16002](#) and [All County Letter 15-100](#) details required efforts, and exceptions, to facilitating visitation between dependent and non-dependent siblings.

[WIC §16500.1](#) provides that a primary goal of child protection is to ensure no child leave foster care without a life-long connection to a committed adult.

[WIC § 16501.1](#) provides, for a child in out-of-home care, that parent/sibling visitation be specified in the Case Plan and that information regarding Court-ordered visitation be provided to the child's caregiver.

[WIC § 16501.1](#) provides the Case Plan for select foster youth identify the child's Important Persons and actions necessary to maintain the child's relationships with those individuals.

[WIC §16507](#) and [California Department of Social Services \(CDSS\) Division 31 Regulations, Section 31-345](#) provide for visits between a child, receiving FR services, and his/her grandparents.

[CDSS Division 31 Regulations, Section 31-002\(v\)](#) defines a visit.

[CDSS Division 31 Regulations, Section 31-340](#) details minimum visitation requirements between a child, receiving FR services, and his/her parents, and exceptions to these visitation requirements.

REVISION HISTORY

Since the Effective Date of this P&P, and prior to the Current Revision Date, the following revisions of this P&P were published:

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