

STATE OF WISCONSIN  
Department of Health and Family Services  
Division of Children and Family Services

DCFS Memo Series 2007 - 14  
November 27, 2007

Re: Providing Health and  
Education Records to Youth  
Aging Out of Foster Care

To: Area Administrators/ Human Services Area Coordinators  
Bureau Directors  
Child Placing Agency Directors  
Child Welfare Agency Directors  
County Departments of Community Programs Directors  
County Departments of Developmental Disabilities  
Services Directors  
County Departments of Human Services Directors  
County Departments of Social Services Directors  
Indian Child Welfare Directors  
Licensing Chiefs/Section Chiefs  
Tribal Chairpersons/Human Services Facilitators

From: Reggie Bicha  
Administrator

The federal Safe and Timely Interstate Placement of Foster Children Act of 2006, [P.L. 109-239] requires that agencies responsible for the placement and care of a youth who is aging out of out-of-home care must provide the youth with copies of his or her health records and educational records at no cost. [Ref. 42 U.S.C. 675(5)(D).] Health and education records of the youth must include the most recent information available regarding:

- The names and addresses of the youth's health and educational providers
- The youth's grade level performance
- The youth's school record
- A record of the youth's immunizations
- The youth's known medical problems
- The youth's medications
- Any other relevant health and education information concerning the youth determined to be appropriate by the agency.

Agencies should note that, pursuant to Ch. HFS 37, Adm. Code, the same information is required to be provided to foster parents or other physical custodians at the time the child is placed with them in out-of-home care. In addition, much of the identified information is contained in the child's permanency plan which is updated and reviewed every six months. Therefore, some of the information may be contained in e-WISACWIS records. However, information such as the youth's school record and other relevant health and education information may only be contained in the paper file maintained by the agency. It may be helpful to agencies to use the Information to Physical Custodian(s) form as a guide to what records, at a minimum, should be released.

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#### Document Summary

The purpose of this memo is to notify agencies of a federal requirement in the Safe and Timely Interstate Placement of Foster Children Act of 2006 that requires that agencies responsible for the placement and care of a youth who is aging out of foster care must provide the youth with copies of his or her health records and educational records at no cost.

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While not required by federal law, as a best practice, agencies should provide youth with their birth certificates, Social Security cards, and State Identification cards before they leave out-of-home care.

Records may be provided to the youth up to 45 days before he or she leaves out-of-home care.

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