

**DEPARTMENT OF CHILDREN AND FAMILIES**

Division of Safety and Permanence

DCF-F-CFS2186 (R. 04/2010)

**NOTICE TO FOSTER PARENTS REGARDING CONFIDENTIALITY OF RECORDS**

“The foster parent and other person in the household having access to confidential information about the foster child and his or her family may not discuss or otherwise disclose that information to any other person while the child is in the foster home or after the child leaves the foster home, except as follows: To the licensing agency or agency placing the child in the care of the licensee; to another foster parent or respite care provider as authorized by the agency, such as when another foster parent is being considered as a placement for the child or the person is providing respite for the child; by order of a court; as otherwise provided by law.”

The above statement is from the foster home licensing rule, DCF 56, Adm. Code, which governs the licensing of foster homes for children. Information provided to you regarding the foster child(ren) in your care is confidential and its release is strictly limited by state and federal law, including Titles IV-B and IV-E of the Social Security Act. The confidentiality of the information included in juvenile law enforcement and court records is governed by s. 48.396 and s. 938.396, Stats. The confidentiality of human services record information, including foster care information, is governed by s. 48.78 and s. 938.78, Stats. Section 48.981(7), Stats., restricts the release of information from child abuse and neglect investigation reports. A child’s mental health and substance abuse treatment records are confidential pursuant to s. 51.30, Stats., Ch. 92, Adm. Code, and 42 Code of Federal Regulations (CFR), Part 2. The confidentiality of pupil records is required by s. 118.125, Stats., as well as 34 CFR, Part 99. Health care records are confidential pursuant to s. 146.82, Stats., as are records regarding HIV test results (s. 252.15, Stats.) and information regarding test results or treatment for a sexually transmitted disease (s. 252.11, Stats.). Test results regarding the presence of controlled substances in a newborn are confidential pursuant to s. 146.0255, Stats. The release of information regarding a child’s receipt of family planning services is restricted by s. 253.07, Stats., and information regarding abortion services is strictly confidential under s. 48.375(7), Stats.

**The penalties for the unauthorized dissemination or disclosure of information from a child’s confidential records range from a fine of not more than \$10,000 to imprisonment for not more than nine (9) months.**

All records maintained by a foster parent which contain confidential information regarding foster children must be kept in a locked drawer or cabinet.

By signing below, I, as a licensed foster parent, acknowledge that I have read this document and understand my responsibility to maintain the confidentiality of the information provided to me regarding the foster child(ren) in my care. I also acknowledge that I have been provided a copy of this document.

_____ <b>SIGNATURE</b> - Foster Parent	_____ Date Signed
_____ <b>SIGNATURE</b> - Foster Parent	_____ Date Signed
_____ <b>SIGNATURE</b> - Agency Representative	_____ Date Signed

Note: Three copies should be made and signed. Distribute copies to foster parent(s), caseworker, and licensing worker.