

 <p>Michigan Department of Human Services</p> <p>CSA</p> <p>Children's Services Administration Communication Issuance</p>	Type: <input type="checkbox"/> Informational Memorandum (IM) <input checked="" type="checkbox"/> Program Instruction (PI) <input type="checkbox"/> Policy Guide (PG)	
	Issuance Date: 6/25/12	Obsolete Date: None
	Response Due: None	
	Log No.: 12-088	
	Contact: Jenelle Schneider, SchneiderJ@michigan.gov	
	Originating Office: Heath, Education and Youth Unit	
	Subject/Title: Missing Child Website Publication Requirements	
	Distribution: <input checked="" type="checkbox"/> DHS Child Welfare Staff <input checked="" type="checkbox"/> Private Agency Child Welfare Staff <input checked="" type="checkbox"/> CSA Central Office Managers/Staff <input checked="" type="checkbox"/> Native American Tribes <input checked="" type="checkbox"/> Data Management <input checked="" type="checkbox"/> DHS County Directors <input type="checkbox"/> Other:	

In March of 2012, Michigan's Missing Child Website was removed due to a decision by the Attorney General stating authorization to publish a youth's information online is required prior to publishing. The website assists in locating AWOLP foster care and juvenile justice children by publishing contact information and the youth's picture on the DHS public website.

The DHS-710, *Clearance to Publish Children AWOLP on DHS Web* has been developed to document legal permission to publish information. The form was deployed on June 5, 2012 via the CWFOA SharePoint site and in the Word templates in the DHSNet Tools section. The DHS-710 with the original signature must be forwarded to the Child Locator Analyst at Central Office, Bureau of Child Welfare, Suite 514 and a copy must be maintained in the youth's case record.

An addendum to AWOLP policy will be issued detailing the assigned caseworker's responsibility to obtain the appropriate signature prior to the youth's information being published on the website. The list below summarizes the required signatures by legal status.

Legal Status

Temporary Court Ward-Neglect

State Ward

Permanent Court Ward

Authorized to Consent to Publication

Legal parent/court of jurisdiction if parent is unwilling or cannot be located

Michigan Children's Institute (MCI) Superintendent

Court of jurisdiction

For any youth currently in AWOLP status that are not yet published on the website, the assigned caseworker must ensure the DHS-710 is completed and submitted immediately to the Child Locator Analyst so that publication can occur.