

**Office of Child Welfare Programs**

Kathy Prouty, Program Manager for Child  
Permanency

**Number:** CW-IM-17-007

**Authorized signature**

**Issue date:** 05/25/2017

**Topic:** Forms

**Subject:** Forms pertaining to guardianship assistance

**Applies to (check all that apply):**

- |   |   |
|---|---|
| <input type="checkbox"/> All DHS employees                  | <input type="checkbox"/> County Mental Health Directors       |
| <input type="checkbox"/> Area Agencies on Aging             | <input type="checkbox"/> Health Services                      |
| <input type="checkbox"/> Aging and People with Disabilities | <input type="checkbox"/> Office of Developmental              |
| <input type="checkbox"/> Self Sufficiency Programs          | <input type="checkbox"/> Disabilities Services(ODDS)          |
| <input type="checkbox"/> County DD Program Managers         | <input type="checkbox"/> ODDS Children’s Intensive            |
| <input type="checkbox"/> ODDS Children’s                    | <input type="checkbox"/> In Home Services                     |
| <input type="checkbox"/> Residential Services               | <input type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input checked="" type="checkbox"/> Child Welfare Programs  | <input type="checkbox"/> Other ( <i>please specify</i> ):     |

**Message:**

**Guardianship Forms**

The following is a list of recently revised forms pertaining to guardianship assistance. Please delete all prior electronic versions of these forms and only use the current forms from the DHS Forms Directory. Listed below are the form names, numbers, descriptions, and links:

**Guardianship Assistance Application Requirements – CF 0982**

This form is the form that DHS child welfare staff complete and submit to DHS Central Office when applying for guardianship assistance for a child in the care or custody of DHS. Form CF 0982 can be found on the DHS Forms Directory at the following link: <https://apps.state.or.us/Forms/Served/ce0982.doc>

**Guardianship Assistance Early Review Checklist – CF 0958**

This form is the form that DHS child welfare staff complete and submit to DHS Central Office to assist with permanency planning when a family’s financial situation might be a barrier to permanency. An early review provides a good faith estimate of guardianship assistance available to the family. Form CF 0958 can be found on the DHS Forms Directory at the following link: <https://apps.state.or.us/Forms/Served/ce0958.doc>

## Case Plan Addendum(Program Eligibility Verification for Guardianship Assistance) – CF 0311G

This form is the form that DHS child welfare staff complete to verify eligibility for guardianship assistance and document required case plan information.

Form CF 0311G can be found on the DHS Forms Directory at the following link:

<https://apps.state.or.us/Forms/Served/ce0311g.doc>

*If you have any questions about this information, contact:*

<b>Contact(s):</b>	Lorri Harris, Post Adoption & Guardianship Services Manager		
<b>Phone:</b>	503-945-5998	<b>Fax:</b>	503-945-6633

<b>Email:</b>	<a href="mailto:Lorri.L.Harris@state.or.us">Lorri.L.Harris@state.or.us</a>
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