

Office of Child Welfare Programs

Laurie Price, Interim Director of Child Welfare Programs

Number: CW-IM-17-008

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Issue date: 06/28/2017

Topic: Other

Subject: Stalking Protective Order Form CF 5502- NEW FORM

Applies to (check all that apply):

- | | |
|---|--|
| <input checked="" 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 Disabilities Services(ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs | <input type="checkbox"/> ODDS Children’s Intensive In Home Services |
| <input type="checkbox"/> County DD Program Managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> ODDS Children’s Residential Services | <input type="checkbox"/> Other (<i>please specify</i>): |
| <input checked="" type="checkbox"/> Child Welfare Programs | |

Message:

Due to the nature of our work, Child Welfare staff are sometimes subject to client contact that may constitute a threat to the worker. In response to this, Department leadership worked with the legislature to produce House Bill 3391, which resides in Chapter 653 of Oregon Laws 2015.

This law allows for legal representation when a child welfare staff is the subject of repeated and unwanted contact by a client, and that contact creates a threat to the employee’s personal safety. The contact must arise from the legitimate duties and functions of the employee’s work with DHS. When this occurs, legal assistance may be provided in order to petition the court for a Stalking Protective Order under ORS 30.866.

When a field office has exhausted available resources to eliminate a threat to an employee’s personal safety, the employee may (with supervisor approval) request legal assistance from the Department of Justice, who would then file for a stalking protective order on the employee’s behalf. In these situations, the form CF5502, “Request for Stalking Protective Order” should be completed and submitted to the central office Legal Unit. The Legal Unit would then coordinate a meeting with the Director of Child Welfare (and any other relevant individuals) to discuss the request. If the request is approved, the Legal Unit coordinates between the field office and the DOJ.

The form outlines the information required, including directions regarding attachments when appropriate, as well as where to send the completed form.

Below is the link to Form CF 5502. Please use Internet Explorer to access the form.

<https://apps.state.or.us/Forms/Served/ce5502.pdf>

If you have any questions about this information, contact:

Contact(s):	Caroline Burnell		
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