PARENT / LEGAL GUARDIAN NOTICE

NOTICE OF LIMITED NONCONSENT

Request for Written Child Protection Information | GEORGIA

Date: [Date] Parent / guardian: [Full name]

Mailing address: [Street, city, state, ZIP] Contact (optional): [Email / phone]

To: Georgia Department of Human Services, Division of Family and Children Services (DFCS) - [Local office / assigned worker]

Re: [Child initials or case/reference number]

To the assigned child-protection worker and supervisor:

I understand DFCS has a legal duty to assess child-safety reports. Please document my choices about voluntary adult actions while providing notices and record-access information required by current DFCS policy.

NOTICE CONCERNING VOLUNTARY CONSENT

I do not grant blanket advance consent to voluntary interviews of me, consensual nonemergency home entry or searches, optional adult testing or evaluations, blanket release of my confidential records, or proposed voluntary services or safety plans. Please explain each request individually, identify its purpose and any consequences of declining, and allow me to consult legal counsel. I do not ask anyone to obstruct a lawful investigation, child interview, emergency action, or court order.

IMPORTANT STATE-SPECIFIC LIMITS

- DFCS Policy 2.10 requires case-record information at opening. Qualifying requests for specified releasable material generally have a 10-CALENDAR-DAY response requirement, subject to reporter privacy, child safety and other confidentiality limits.
- Under Policy 5.2, after a child interview without prior caregiver permission, the worker generally must notify the caregiver immediately afterward. This does not create a parental veto of otherwise lawful interviews.

PLEASE PROVIDE IN WRITING

- The Policy 2.10 Notice of Case Record Information Available to Parents/Guardians; worker and supervisor contacts; case number; and allegations that may lawfully be disclosed.
- A written explanation of every proposed adult interview, home visit, test, evaluation, release or safety agreement and whether the step is voluntary or legally mandatory.
- Provide records releasable under Policy 2.10 within its applicable 10-day period. Give the written reason for withheld records, potential primary sources, and instructions for obtaining my own protected records.
- If I receive a substantiated-finding notice, send Policy 5.5 first-level administrative-review form, instructions and destination.

Policy 5.5 generally allows a request within 45 calendar days after receipt; I understand this notice is NOT the appeal request. Please place this notice in the appropriate agency case record and confirm receipt. Send routine correspondence in writing using the contact information above; urgent child-safety issues may be communicated promptly through lawful channels.

Sincerely: _____ Date: _____

Printed name: _____

LEGAL REFERENCES: Georgia DFCS Child Welfare Policies 2.10, 5.2 and 5.5 (CPS Administrative Reviews, effective April 2024); U.S. Const. amend. IV.

CAUTION: A substantiated maltreater generally has 45 calendar days AFTER RECEIPT of the substantiation notice to request first-level review under Policy 5.5. DFCS presumes delivery within five business days after the notice date. Juvenile-court adjudication and sealed records may affect eligibility. The parent record request above is not an appeal. Research draft; not legal advice.

IMPORTANT - NO APPEAL FILED: This notice does not file an appeal, hearing request, grievance, or court petition; it does not pause any deadline. Follow the case-specific notice and filing instructions.