

MEMO

TO: Department of Children and Family Services (DCFS) and Purchase of Service (POS) Permanency Staff

COPY: Lori Gray, Deputy Director, Permanency Services
DCFS Agency Performance Team

FROM: Janet Wukas Ahern, DCFS Guardianship Administrator

DATE: June 1, 2020

RE: Out of State Travel and COVID-19

Phase Three of the Restore Illinois plan allows travel to resume in accordance with Centers for Disease Control (CDC) and Illinois Department of Public Health (IDPH) guidelines.

As a result, youth in care may travel out of state when approved by DCFS. The decision to permit travel will be made by the DCFS regional administrator or purchase of service (POS) program manager (or equivalent).

In order to request approval, once the caregiver notifies the assigned caseworker of the request, the caseworker shall complete the CFS-432 Consent for Out of State Travel/Out of Country/Extended Trips form and submit for supervisor approval. Once approved by the supervisor, the request will be forwarded to the regional administrator or POS program manager for final approval.

Prior to approval, the following factors will be considered:

1. Purpose of trip – vacation, family visitation, special event
2. Destination state
 - a. COVID-19 restrictions or safety measures in that state
 - b. Number of COVID-19 cases and deaths in that state
 - c. If visiting others, ask screening questions of household members:

- i. Has anyone in your home experienced symptoms: sore throat, body aches, coughing, shortness of breath or a fever of 100.4 °F or higher within the last 14 days?
 - ii. Within the last 14 days, has anyone in your home been in close contact (closer than 6 feet for at least 15 minutes without use of a mask) with someone confirmed to have COVID-19?
3. Transportation to the destination state
 - a. Airline – which airline, direct or connecting flight, airport and airline safety measures
 - b. Car – length of trip, number of states traveled through, any overnight stops (if overnight stops are planned, name, address and telephone number of hotel and sleeping arrangements)
 - c. Bus or train – length of trip, social distancing ability on train or bus
4. Lodging in destination state
 - a. Private home – whose home, how many people live in the home, sleeping arrangements
 - b. Rented home or condo – number of individuals staying in the home, sleeping arrangements, cleaning process promised by rental agency
 - c. Hotel – number of individuals staying in the room, sleeping arrangements, cleaning process promised by the hotel
5. Ages and medical issues, including underlying medical conditions or other special needs, for:
 - a. Youth in Care, including physical or mental health issues (psychiatric hospitalizations, medication, consent renewal needed, elopement history)
 - b. Foster parents
6. Youth in care services and visitation
 - a. Impact on parent-child visitation
 - b. Impact on sibling visitation
 - c. Impact on existing services
 - d. Emergency contact information
7. Plan to follow Illinois and CDC guidelines
 - a. Face covering or mask to be worn when unable to engage in social distancing – even if destination state does not require
 - b. Social distancing

- c. Hand washing
- d. Events attending involve limited number of people (e.g. – avoid Disney, amusement parks, concerts)
- e. Ability to possibly quarantine after travel