

Practice Alert



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Issued by: Residential Program Unit

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FACES UPDATES

Please let this Practice Alert serve as a reminder that all activities surrounding the placement of a child must be entered into FACES as soon as possible but no later than 24 hours after the placement or change to placement occurs. This information can be found in the Child Welfare Manual in Section 4, Chapter 2 (Placement of Children).

The Children's Division, relies heavily on the information that has been entered into FACES. Not only when producing reports for planning and projecting purposes specific to various programs and initiatives. The accuracy of these reports and projections are contingent upon the accuracy and timeliness of FACES entries.

Additionally, it is critical that the Children's Division know the whereabouts of all children at all times.

Please review FACES entries for current and previous placements for children in care and update the system where necessary.

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