

Superior Court of Washington, County of \_\_\_\_\_

In re custody of:

Children:

\_\_\_\_\_

Petitioner/s (*person/s who started this case*):

\_\_\_\_\_

Respondent/s (*parents and any guardian or custodian*):

\_\_\_\_\_

\_\_\_\_\_

No. \_\_\_\_\_

Order to DCYF to Release CPS  
Information  
(ORDINFO)

Clerk's action required: **5**

**Order to DCYF to Release CPS Information  
(Non-Parent Custody)**

1. Petitioner/s filed a *Non-Parent Custody Petition*. The Court needs information from the Department of Children, Youth, and Families (DCYF).
2. The Court orders DCYF to provide information as allowed by RCW 13.50.100 about investigations in which:
  - the children involved in this case were alleged victims of abandonment, abuse, or neglect; or
  - the Petitioner/s, or any person age 16 or older who lives with Petitioner/s, is the subject of a founded or currently pending CPS investigation by the Department of Social and Health Services or DCYF started after October 1, 1998.

DCYF must provide this information under a *Sealed CPS Information* cover sheet (form FL Non-Parent 408) to the court at this address:

Superior Court Clerk, \_\_\_\_\_ County

\_\_\_\_\_

*address*

*city*

*state*

*zip*

DCYF must provide the information by *(date)*: \_\_\_\_\_ or within a reasonable amount of time if no date is specified.

**3. List the children:**

Child's name	Age	Child's name	Age
1.		4.	
2.		5.	
3.		6.	

**4. List Petitioner/s and anyone 16 or older living in the Petitioner's home:**

	Petitioner	Other Petitioner, if any
Name <i>(first, middle, last)</i> :		
Any other name used:		
Birth date <i>(mm / dd / yyyy)</i> :		
	Other person in the home #1	Other person in the home #2
Name <i>(first, middle, last)</i> :		
Any other name used:		
Birth date <i>(mm / dd / yyyy)</i> : <i>(For 16 or 17-year-olds, list age instead of birth date.)</i>		
	Other person in the home #3	Other person in the home #4
Name <i>(first, middle, last)</i> :		
Any other name used:		
Birth date <i>(mm / dd / yyyy)</i> : <i>(For 16 or 17-year-olds, list age instead of birth date.)</i>		

**5. Clerk's Action:** The clerk shall forward a copy of this order to DCYF. Information received from DCYF in response to this order shall be filed under seal. Only the parties in this case, their lawyers, the Guardian ad Litem (if any) and the person whose information was released may have access to this information.

Other: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- 6.** The information DCYF provides in response to this order is confidential. Anyone who sees the information must keep it confidential and protect against unauthorized disclosure.

**Ordered.**

\_\_\_\_\_ **▶** \_\_\_\_\_  
*Date* *Judge or Commissioner*

**Petitioner and Respondent/s or their lawyers fill out below.**

This document (*check any that apply*):

- is an agreement of the parties
- is presented by me
- may be signed by the court without notice to me

This document (*check any that apply*):

- is an agreement of the parties
- is presented by me
- may be signed by the court without notice to me

**▶** \_\_\_\_\_  
*Petitioner signs here or lawyer signs here + WSBA #*

**▶** \_\_\_\_\_  
*Respondent signs here or lawyer signs here + WSBA #*

\_\_\_\_\_ *Print Name* \_\_\_\_\_ *Date*

\_\_\_\_\_ *Print Name* \_\_\_\_\_ *Date*

This document (*check any that apply*):

- is an agreement of the parties
- is presented by me
- may be signed by the court without notice to me

This document (*check any that apply*):

- is an agreement of the parties
- is presented by me
- may be signed by the court without notice to me

**▶** \_\_\_\_\_  
*Other Petitioner or lawyer signs here + WSBA #*

**▶** \_\_\_\_\_  
*Other Respondent or lawyer signs here + WSBA #*

\_\_\_\_\_ *Print Name* \_\_\_\_\_ *Date*

\_\_\_\_\_ *Print Name* \_\_\_\_\_ *Date*