



**Policy Attachment: 16.8 Attachment 2**

**Subject: Guidelines for Outings and Overnight Stays**

**Additional Information:**

**A. Outings and Overnight Stays Defined**

Outings and overnight stays, for the purpose of this policy, will be defined as a child or resource parent initiated, in-state, outings of less than 48 hours, to a location well known to the resource parents, and that the resource parents can ensure appropriate supervision will be provided. This is not intended and must in no way be confused with visitation between a custodial child and their Family Service Worker (FSW), birth parent, or as described in other policies.

**B. Notice of Outings and Overnight Stays**

1. Although resource parents may authorize short outings and overnight stays for children placed in their care, the FSW should be notified of the child's location if the outing exceeds four (4) or five (5) hours.
2. Details given about the outings or overnight stays must include:
  - a) The name of the caregiver who will be responsible for the child;
  - b) The location of the child's visit;
  - c) A telephone number where the child can be reached in an emergency; and
  - d) The date of the child's outing, if it is expected to exceed 24 hours.
3. The details of the outings and/or overnight stays may be given verbally and may be given on short notice; however, a minimum 24-hour advance communication with the department is preferred, when possible.

**C. Rules for Outings and Overnight Stays**

1. Any court required authorizations must be honored. For example, some children, who are adjudicated unruly or delinquent, may require court approval to leave the direct supervision of the designated caregiver.
2. The FSW must inform resource parents of any contact restrictions set by either the court or the department.
3. Any out-of-state trip, not pre-authorized by the Regional Administrator, requires advanced DCS authorization and completion of form [CS-0679, Authorization DCS Child to Travel out of State/Out of Country.](#)

**D. Considerations for Outings and Overnight Stays**

1. Resource parents may always consult with the child's FSW if they are unsure about giving permission for an outing or overnight stay.

DCS cannot pay any individual for providing supervision or care for a custodial child for the purpose of an outing or overnight stay.