



NEW JERSEY DEPARTMENT  
OF CHILDREN AND FAMILIES

## New Jersey Department of Children and Families Policy Manual

Manual:	CP&P	Child Protection & Permanency	Effective Date:
Volume:	IV	Out-of-Home Placement	
Chapter:	A	General Placement Considerations	9-29-2015
Subchapter:	4	Placement Activities	
Issuance:	300	<b>Children and Youth Bill of Rights</b>	

### Purpose:

This issuance establishes the policy and procedures for the New Jersey Department of Children and Families (DCF), Division of Child Protection and Permanency (CP&P), to ensure that the Children and Youth Bill of Rights is disseminated to youth age 12 and above who are in out-of-home placement.

### Authority:

- Public Law 113-183

### Policy:

#### A) Dissemination of Form 5-44, Children and Youth Bill of Rights

The Children and Youth Bill of Rights shall be distributed to youth age 12 and above within the first three (3) days of an initial out of home placement, and no later than the first Minimum Visitation Requirement (MVR) visit for each subsequent placement.

For children who turn 12 years old while in placement, the Children and Youth Bill of Rights must be given and explained to the youth no later than 30 days after his or her birthday.

For youth over age 12 already in an out-of-home placement setting on September 29, 2015, the Children and Youth Bill of Rights must be given and explained to the youth as soon as possible, but no later than October 1, 2016.

### Procedures:

#### A) Explanation of the Children and Youth Bill of Rights

The assigned Worker reads the Children and Youth Bill of Rights form to the youth, and ensures the youth understands his or her rights. Workers may need to explain bullet point(s) the youth may want clarified.

#### B) Acknowledgement of Understanding: Children and Youth Bill of Rights

Once the youth has a full and comfortable understanding of his or her rights, the Worker and youth sign the Acknowledgement of Receipt of Understanding on pages 4 and 5. Workers then give the signed Bill of Rights document (pages 1 through 4) to the child/youth. Workers retain page 5 of the original.

See [CPP-X-A-1-5.44](#) for a full distribution list of this form.

**Forms and Attachments:**

- [CP&P-X-A-1-5.44, Children and Youth Bill of Rights](#)

**Related Information:**

- [CP&P-III-C-3-100, Minimum Visitation Requirements \(MVR\)](#)