



NEW JERSEY DEPARTMENT
OF CHILDREN AND FAMILIES

New Jersey Department of Children and Families Policy Manual

Manual:	CP&P	Child Protection and Permanency	Effective Date:
Volume:	VIII	Special Interest Topics	
Chapter:	D	Interstate Services	10-15-2012
Subchapter:	1	General	
Issuance:	100	Interstate Services Generally	

Purpose 6-25-80

The policies and procedures of this subsection provide the basis for the cooperative exchange of services between CP&P and public and/or private agencies located in different states or countries.

Goals 8-30-99

The primary goal of interstate services is to facilitate the placement/movement of children across state lines in a safe and uniform manner. The use of interstate services provides each child involved in such a placement/movement the maximum opportunity for appropriate and desirable care and legal and financial protection.

Interstate Compacts and Agreements 11-25-92

Experience shows neither the needs of children nor adults are met by restricting services and supervision to the geographical territory of any single state. In addition, unilateral legislation is ineffective since a single state lacks jurisdiction beyond its own borders.

To formalize and foster cooperation among several states, uniform legislation, known as a compact and enacted by participating states, establishes an agreement for those states to follow certain procedures and to respect the applicable laws of all the party states.

New Jersey is a party state to the Interstate Compact on Juveniles. This compact deals with the interstate return of juveniles who are parolees, adjudicated delinquents, or non-delinquent runaways. The Compact is the basis for the CP&P policies and procedures providing for services to non-delinquent runaways.

New Jersey is also a member of the Interstate Compact on the Placement of Children whose policy and procedures CP&P follows. See [CP&P-VIII-D-3-100](#) for the text of the compact.

The Interstate Services Unit of the Office of Legal Affairs administers and coordinates matters related to The Interstate Compact on the Placement of Children.

Interstate Services Unit 10-15-2012

The Interstate Services Unit:

- receives, reviews, and directs requested and related matters to and from state compact administrators and/or other appropriate/similar authorities;
- assures CP&P compliance with compact procedural requirements;
- performs other functions that may facilitate compact requests;
- establishes administrative policies and operational procedures to provide for effective and reciprocal interstate arrangements;
- acts as liaison between out-of-state agencies and the Local Office in the processing of referrals for interstate services;
- acts as liaison between out-of-state agencies regarding interstate requests for:
 - public agency adoptions;
 - private agency adoptions; and
 - independent adoptions;
- responds to issues concerning intercountry adoptions; and cooperates with International Social Service (ISS) in evaluating or supervising a relative, non-relative, or adoptive resource. See [CP&P-IV-C-9-200](#), International Social Service.

Appropriate Requests to CP&P and From CP&P 11-25-92

The types of out-of-state agency (OSA) requests which are appropriate for CP&P to process are described in Requests to CP&P by Out-of-State Agency. See [CP&P-VIII-D-1-200](#) and Out-of-State Adoption Referrals to CP&P, [CP&P-VIII-D-2-600](#) The types of requests appropriate for CP&P to make to out-of-state agencies are described in Requests to Out-of-State Agencies by CP&P. See [CP&P-VIII-D-1-300](#), and CP&P Adoption Referrals to Out-of-State Agencies, [CP&P-VIII-D-2-700](#).

Inappropriate Requests for CP&P Investigation/Supervision 8-30-99

Certain out-of-state requests initially come to CP&P but are within the function of other agencies. The INTERSTATE SERVICES UNIT reviews and determines if the requests are within the jurisdiction of CP&P. If not, the requests are directed to the appropriate agency.

Requests which are inappropriate for CP&P include:

- an investigation where the findings will be used in divorce or family custody proceedings. The INTERSTATE SERVICES UNIT refers the request directly to the Administrative Office of the Courts.
- the return of a child to New Jersey who left the state under a probation or parole status and not under CP&P supervision, or a child coming into New Jersey under probation or parole in another state. The INTERSTATE SERVICES UNIT refers the request directly to the Interstate Compact on Juveniles (ICJ) Liaison of the Administrative Office of the Courts.
- a service on behalf of a developmentally disabled child who was, at the time he entered or left New Jersey, residing in a state-operated facility for the developmentally disabled or on an extended visit from such facility but not discharged. The request is referred by the INTERSTATE SERVICES UNIT for disposition by the Division of Developmental Disabilities (DDD).
- a request received on behalf of a developmentally disabled child who:
 - has been discharged from an institution in New Jersey; or
 - has been classified and is on the waiting list for an institution in this state; or
 - was determined to be developmentally disabled in the other state.

The above situations are referred by INTERSTATE SERVICES UNIT to DDD to determine the child's status with them and whether the service request is within that division's functions. In the event DDD is unable to assume responsibility, the INTERSTATE SERVICES UNIT makes the appropriate disposition, which may involve Local Office activity.

- a service for a mentally ill child who was at the time he left New Jersey, a patient of a state institution for the mentally ill or on an extended visit from such an institution but not discharged. INTERSTATE SERVICES UNIT refers this type of situation to the Division of Mental Health Services (DMHS). Other requests involving mentally ill children are referred by the INTERSTATE SERVICES UNIT to DMHS to determine

the child's status with them and whether the service requested falls within their functions.

- a return of a delinquent child to a correctional institution in New Jersey, or a request on behalf of a child whose status is that of a parolee from a correctional institution. The INTERSTATE SERVICES UNIT refers these situations to the Department of Corrections.
- a financial investigation. The INTERSTATE SERVICES UNIT sends such a request directly to the individual involved. CP&P inquires into a financial situation only while making a social evaluation.

Inappropriate Adoption Referrals for the LO 11-25-92

The INTERSTATE SERVICES UNIT processes paperwork to transfer a child's services from the out-of-state adoption agency to a private adoption agency in New Jersey for the following:

- an out-of-state private agency request, for which the agency must work with a private New Jersey agency certified to place children for adoption in this state, unless service from a private agency is not available; a home evaluation request for unrelated families desiring to bring a foreign child to this country for the purpose of adoption. See Intercountry Adoptions, [CP&P-IV-C-9-100](#).

The LO does not become involved in these case situations.

Definition of "Courtesy Supervision" 12-22-2003

When the Division of Child Protection and Permanency acts on behalf of a sending state by providing "supervision" of a child from that state who is residing in out-of-home placement in New Jersey, with arrangements made through the INTERSTATE SERVICES UNIT in accordance with the Interstate Compact on the Placement of Children, such an arrangement shall be known as the provision of "courtesy supervision." Likewise, when an out-of-state agency acts on behalf of CP&P in providing supervision of a New Jersey child in placement in that state through the Interstate Compact, that state shall likewise be providing "courtesy supervision" on behalf of New Jersey CP&P.

CP&P provides "courtesy supervision," a direct service, through its field staff in its Local Offices located throughout the State of New Jersey. "Courtesy supervision" is modeled after, and intended to clearly reflect the quality and type of services provided to each other child in out-of-home placement in New Jersey.

Components of "courtesy supervision" provided by the Worker include:

- Child protection;
- Permanency planning;
- Establishing and maintaining an MVR schedule for on-going, periodic in-person visits with the child and substitute care provider, based on direction provided by the sending state;
- Maintaining telephone communication or on-going correspondence with the child, the substitute care provider, and, when appropriate, the birth parent;
- On-going, periodic case conferencing with the Supervisor (with the frequency of conferencing determined by the Supervisor);
- Periodic contact with the INTERSTATE SERVICES UNIT and representatives from the sending state in accordance with the Compact, with the frequency of contact determined by the Supervisor, upon consultation with INTERSTATE SERVICES UNIT;
- Completion of progress reports, with the frequency determined by the sending state. The case plan, CP&P Form [26-81](#), Family Summary/Case Plan, completed by the regional reviewer during the regional placement conference, held once every six months, may substitute for the progress report. See [CP&P-VIII-D-2-200](#);
- Service assessment and referral (with services funded by the sending state);
- Advocacy with the sending state when additional, unusual, special activity or supplemental funds are needed to obtain services to support the placement; and
- Monitoring progress toward achieving the case goal.