



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:	X	Forms	
Chapter:	A	Forms	10-1-1982
Subchapter:	1	Forms	
Issuance:	24.16j	CP&P Form 24-16j, Letter to Plaintiff	

Click here to view, complete, and print the CP&P Form [24-16j](#), Letter to Plaintiff.

WHEN TO USE IT

Use the CP&P 24-16j to inform the plaintiff:

- That the court has appointed CP&P to supervise,
- The purpose and length of CP&P supervision, and
- That there is a fee for the service.

HOW TO USE IT

The assigned Worker prepares the form on agency letterhead using the template in the on-line Forms manual (21-35).

Include the following information:

- Name of the Court,
- Number of months CP&P will supervise, and
- The office telephone number and extension.

DISTRIBUTION

Original	-	Plaintiff
Copy	-	Child's case record
Copy	-	Plaintiff's attorney