



**NOTICE OF ADMINISTRATIVE REVIEW DECISION TO FURTHER
ASSESS ALLEGATIONS AGAINST A CHILD CARE WORKER (CCW)
OR LICENSED RESOURCE PARENT**

State Form 53029 (12-21)
DEPARTMENT OF CHILD SERVICES

INSTRUCTIONS: The person authorized to hold the Child Care Worker Assessment Review (CCWAR) will use this form to notify a Child Care Worker (CCW) or Licensed Resource Parent that the assessment is being returned for further assessment following administrative review. Mail or hand-deliver this form to the CCW or Licensed Resource Parent. See policy [2.03 Child Care Workers Assessment Review Process](#) for additional information.

This form was <input type="checkbox"/> mailed <input type="checkbox"/> hand-delivered on: _____ <i>(month, day, year)</i>
Address where form was mailed or hand-delivered to the CWW or Licensed Resource Parent <i>(number and street, city, state, and ZIP code)</i>

This letter is to inform you of the outcome of the CCW/Licensed Resource Parent assessment review

meeting, held on _____ at _____ relating to assessment
Month, day, year *Location*

_____. The meeting was conducted by _____.
Assessment number *Name and title*

DCS records indicate that you did did not *(check one)* participate in that meeting. The

assessment and any information you submitted were carefully considered. As a result of the review,

DCS has returned the report for further assessment. You will be notified of the DCS decision when the

assessment is complete.

You have no right to request an administrative appeal hearing at this time.

Printed name and title of the DCS employee authorized to hold a CCWAR
Signature of the DCS employee