

WAC 110-147-1720 How do I maintain children's records? (1) Your CPA must retain a record of each child you place in permanent custody. This record must contain all available identifying legal, medical, and social information and must be kept confidential, as required by chapter 26.33 RCW. Children's records must never be submitted to the department through the licensing provider portal.

(2) If your agency closes, you must make arrangements for a period of 99 years for the retention of adopted children's records who were not in the custody of the department. You must inform your LD regional licensor about the closure of your agency and where these children's records will be kept.

[Statutory Authority: RCW 74.15.030. WSR 22-11-091, § 110-147-1720, filed 5/18/22, effective 6/18/22. WSR 18-14-078, recodified as § 110-147-1720, filed 6/29/18, effective 7/1/18. Statutory Authority: Chapters 13.34 and 74.13 RCW, RCW 74.15.030(2), 74.15.311(2), 74.13.032, 13.04.011, 74.13.020, 13.34.030, 74.13.031, 13.34.145, 74.15.311, 74.15.030, and 2013 c 105. WSR 15-01-069, § 388-147-1720, filed 12/11/14, effective 1/11/15.]