



Case File Review Request

Pursuant to Tenn. Code Ann. § 37-5-107, the Department of Children's Services is required to release records to any federal, state or local government entity or agent of such entity that has a need for such information in order to carry out its responsibilities under law to protect children from abuse and neglect. The Department must also disclose records and information to any member of the General Assembly who has received a written inquiry regarding whether the laws of this state that protect children from abuse and neglect are being complied with or whether such laws need to be changed to enhance such protection.

In order to receive such records, the law requires that the member of the General Assembly submit a written request to the Department, requesting review of the information and stating the name of the child(ren) whose case file is to be reviewed. Additionally, the member must sign the Notice Regarding Disclosure of Confidential Information, which outlines the state laws regarding confidentiality and the penalties for unauthorized release of such information.

All records and information being reviewed by any member must remain in the Department's possession.

REQUEST FOR CASE FILE REVIEW

After reviewing and signing the form entitled "Disclosure of Confidential Information," members of the General Assembly may request to view records and information regarding a child or family with DCS involvement. In order to assist the Department in identifying which records are being sought, members should provide the information below.

Child/Family Name:	
County where Child Resides, if known:	
Provide a Detailed Description of the Information being requested:	