

TO: Department of Children and Family Services (DCFS) and Purchase of Service (POS)
Permanency Staff

COPY: Tim Snowden, Deputy Director of Permanency
DCFS Agency Performance Team

FROM: Janet Wukas Ahern, DCFS Guardianship Administrator

DATE: July 6, 2021

RE: Out of State Travel and COVID-19 Phase Five – Reopening Illinois

[This memo replaces and supersedes the memo of June 1, 2020](#)

Phase Five of the Restore Illinois plan allows travel to resume for citizens of Illinois. Currently there are no restrictions for travel within the United States for Illinois residents.

As a result, youth in care may travel out of state according to pre-COVID guidelines. A decision to travel out of state for under 48 hours is made by the caregiver with notice to the DCFS or POS agency. A decision to travel out of state for over 48 hours and under 29 days is made by the DCFS or POS agency. A decision to travel out of state for over 30 days is made by the Guardianship Administrator's Office and consent is necessary. A decision to travel out of the country for any length of time is made by the Guardianship Administrator's Office and consent is necessary.

Once the caregiver notifies the assigned caseworker of the travel request, the caseworker shall complete form CFS-432 "Consent for Out of State Travel/Out of Country/Extended Trips" and submit it to the Guardian's Office Consent Unit via fax to 312-814-4128 or email DCFS.OrdinaryRoutineConsentMailbox@illinois.gov in order to obtain consent.

Prior to approval by DCFS or POS agencies or the Guardian's Office the following factors related to COVID 19 may be considered:

1. Current CDC guidelines for travel.
2. COVID 19 restrictions or safety measures in the destination state or country.
3. Vaccination status of the foster family and youth in care.
4. Transportation to the destination state and adherence to any COVID 19 or CDC guidelines for travel. For example: masks on airplanes or other public transportation.
5. Any underlying medical conditions of the youth in care.

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