



TERRY E. BRANSTAD, GOVERNOR

DEPARTMENT OF HUMAN SERVICES

CHARLES M. PALMER, DIRECTOR

January 2, 1996

**GENERAL LETTER NO. 18-A(2)-1**

**ISSUED BY:** Bureau of Alternative Living Services  
Division of Adult, Children and Family Services

**SUBJECT:** Employees' Manual, Title XVIII, Chapter A(2), *HIV Protocols*, Title page, new;  
Contents, new; and pages 1 through 17, new.

**Summary**

This general letter transmits a new subchapter that contains protocols to be used for HIV-related issues. The protocols are on HIV confidentiality, HIV testing of children in foster care, and placement of HIV-infected children.

**Effective Date**

This material is effective immediately.

**Material Superseded**

None.

**Additional Information**

Direct any questions concerning this material to your regional office.



# STATE OF IOWA

CHESTER J. CULVER, GOVERNOR  
PATTY JUDGE, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES  
KEVIN W. CONCANNON, DIRECTOR

April 4, 2008

## GENERAL LETTER NO. 18-A(2)-2

ISSUED BY: Bureau of Child Welfare Services, Division of Child and Family Services

SUBJECT: Employees' Manual, Title 18, Chapter A(2), *HIV PROTOCOLS*, obsolete.

### Summary

The material from this chapter on confidentiality of HIV-related information has been added to in Chapter 1-C, *CONFIDENTIALITY AND RECORDS*.

The material from this chapter on HIV testing and placement of HIV-infected children has been added to Chapter 17-F(3), *ADDITIONAL PERMANENT PLACEMENT INFORMATION*, as Topic 9.

### Effective Date

Immediately.

### Material Superseded

Remove the entire Chapter A(2) from Employees' Manual, Title 18, and destroy it. This includes the following pages:

<u>Pages</u>	<u>Date</u>
Title page	January 2, 1995
Contents (p. 1)	January 2, 1996
1-17	January 2, 1996

### Additional Information

Refer questions about this general letter to your area service administrator.

July 10, 2020

**GENERAL LETTER NO. 18-A(2)-3**

ISSUED BY: Bureau of Child Welfare and Community Services  
Division of Adult, Children, and Family Services

SUBJECT: Employees' Manual, Title 18, Chapter A(2), **CINA Intake**, Title page, new; Contents page 1, new; and pages 1 through 10, new.

**Summary**

The content of the following has moved to Title 18, Chapter A(2):

- Employees' Manual, Title 17, Chapter A, **Intake Policy**, *CINA Intake*

The content is also revised to:

- Update information to align with current law, policy, and procedures.

**Effective Date**

July 1, 2020

**Material Superseded**

None.

**Additional Information**

Refer questions about this general letter to your service area administrator.

December 8, 2023

**GENERAL LETTER NO. 18-A2-4**

ISSUED BY: Bureau of Child Welfare and Community Services  
Division of Adult, Children, and Family Services

SUBJECT: Employees' Manual, Title 18, Chapter A(2), **CINA Intake**, Title Page, Contents I, I-8, revised; 9 and 10, removed.

**Summary**

This chapter is revised to reflect Title 18 updates resulting from amendments to Iowa Code in the 2022 Legislative Session, including:

- The extension of safe haven to 90 days
- New and modified definitions (including a requirement that Denial of Critical Care and Dangerous Substance occurred within five years of a report to the department to be considered abuse)
- New code citation for CINA definitions
- The removal of the written report requirement for mandatory reporters
- The extension of MDTs to be used throughout department service cases
- Language around removals, placement priority, and relative notice,
- Safety plans
- Adding massage therapists as mandatory reporters
- Updating duties performed by physician assistants
- Some minor conforming changes
- Update style and formatting throughout

**Effective Date**

Immediately.

**Material Superseded**

Remove the following pages from Employees' Manual, Title 18, Chapter A(2), and destroy them:

<u>Page</u>	<u>Date</u>
Title Page	July 10, 2020
Contents I	July 10, 2020
I-8	July 10, 2020
9 and 10	July 10, 2020

**Additional Information**

Refer questions about this general letter to your area service administrator.