



# Recommendation for Denial of a Foster Family License

TO: Service Area Manager or Designee, Service Area

FROM:	Licensing Worker	Contractor
RE:	Name of Applicant 1	Date of Application or Reapplication
	Name of Applicant 2	License Number, if Renewal
	Address	County

## BASIS FOR DENIAL

*Explain the specific circumstances in your memo for each box checked and attach supporting documentation along with your memo to this form. These grounds apply to both new applications and reapplications:*

- The applicant or foster parent or any person residing in the foster family home other than a foster child has been convicted of a crime, and the Department has made an evaluation which concludes that the crime merits prohibition of licensure. 441 IAC 112.5(1)“c”
- The applicant has a conviction that requires an automatic denial without an evaluation. 441 IAC 113.13(2)“a”
- The applicant or foster parent or any person residing in the foster family home other than a foster child has a record of founded or registered child abuse reports, and the Department has made an evaluation which concludes that the abuse merits prohibition of licensure. 441 IAC 112.5(1)“d”
- Minimum standards are not met, and a provisional license is inappropriate or disapproved. 441 IAC 112.5(1)“a” *List the specific 441 IAC Chapter 113 and 441 IAC 441 Chapter 117 standards or Iowa Code Chapter 237 standards not met in your memo.*
- The foster family applicant’s license has been denied or revoked within the 12 months before the date of reapplication. Denial for this reason does not require a licensing study. 441 IAC 112.5(2)“c”
- Just cause. The conditions in the home would or could be physically, mentally or emotionally harmful or detrimental to a foster child. 441 IAC 112.5(1)“b”
- The application is fraudulent, which means the applicant has knowingly made fraudulent statements or has knowingly concealed information. 441 IAC 112.5(1)“e”
- Restrictions on training and discipline. Child training and discipline shall be handled with kindness and understanding. 441 IAC 113.18(2)
  - “c” No child shall be subjected to verbal abuse, threats or derogatory remarks about the child or the child’s family.
  - “d” The use of corporal punishment is prohibited.

*These grounds apply to reapplications only:*

- The foster family home fails to continue to comply with all licensing requirements.  
441 IAC 112.6(2)“f” *List the specific 441 IAC Chapter 113 and 441 IAC 441 Chapter 117 standards or Iowa Code Chapter 237 standards not met in your memo.*
- The foster home is operating without due regard for the health, sanitation, hygiene, comfort or well-being of the children in the facility. 441 IAC 112.6(1)“b”
- The foster parents failed to meet any or all requirements of the placement agreement.  
441 IAC 112.6(2)“c” *List the specific requirements of the Foster Family Placement Agreement in your memo.*
- The foster family is misusing Department of Human Services funds. 441 IAC 112.6(1)“a”
- The foster parents failed to notify the licensing worker of a move within seven working days.  
441 IAC 112.6(2)“a”
- The foster family refuses to cooperate with an unannounced visit. 441 IAC 112.6(2)“g”

**DENIAL DECISION**

License denied     License not denied    Effective Date \_\_\_\_\_

Signature of Service Area Manager	Date
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