



REPORT AN ABSENT CHILD

The Rilya Wilson Act Reporting Requirements:

If a Protective Services child is absent for one (1) day with no contact from the parent or caregiver by the end of the day; or has had seven (7) consecutive excused absences, then the child care provider must notify the Community Coordinated Care for Children (4C) AND the Department of Children and Families by the end of the next business day. For more information on reporting an absent child, please contact (407) 532-4216

To: _____
(Name of Caseworker)

From: _____
(Your Name)

at _____
(Name of Center or Home)

(Phone)

(Fax)

Date of Absence: _____ at time: _____ AM PM

Child's Information: _____
(Last Name)

(First Name)

(Birth Date)

(SSN#)

The absence was reported by the caregiver on _____
(Date)

The absence was not reported by the caregiver.

Fax to the Community Coordinated Care for Children (4C) at 407-532-4537

Attn: Marie Alicea