

CHAPTER 33

RIGHTS OF INCARCERATED PARENTS*

A. Introduction

According to the U.S. Department of Justice, an estimated 809,800 parents of children under eighteen were serving time in state and federal prisons in 2007.¹ 1,706,600 children under eighteen had parents in prison.² As a parent in prison, you may fear that your child will not be cared for, that you will lose your child, or that your relationship with your child will suffer while you are incarcerated. This Chapter focuses on New York state law and describes how the law provides parents in prison with various legal tools to prevent these things from happening.

Part A of this Chapter identifies the applicable laws and explains the three primary options incarcerated parents may exercise if they wish to retain some rights over their children during and after their incarceration: (1) private placement, (2) foster care, or (3) involuntary foster care. Part B of this Chapter explains private placement, which is where you voluntarily place your child in the home of a relative or friend without involving the foster care system. Part C of this Chapter explains both foster care and involuntary foster care, and discusses how placement and planning for your child operates under both options. Part C also describes your rights and obligations, as well as the obligations of the Department of Social Services (DSS),³ while your child is in foster care, and outlines the process of how your child will be returned to you after your release.

Part D of this Chapter explains the involuntary termination of your parental rights, a process that allows another person to adopt your child when he is in foster care. It details the ways you can defend yourself against involuntary termination, and retain some rights over your child, and lists the steps you should take while your child is in foster care to make sure that your parental rights are not terminated. The end of Part D discusses the difficulties long-term prisoners face in preventing involuntary termination. Part E discusses the procedure for voluntarily terminating your parental rights and putting your child up for adoption. Part F discusses challenges unique to incarcerated fathers, explaining the extra steps fathers in prison must take in order to protect their rights. Finally, Parts G and H explain your right to an attorney for different proceedings.

1. Applicable Laws

You should be aware that federal laws regulate the rights of incarcerated parents whose children are in the child welfare system (but not if your child is under private custody or guardianship). In 1997, Congress passed the Adoption and Safe Families Act (ASFA),⁴ a series of laws that make it much harder for

* This Chapter was written by Angélica Cházaro based in part on previous versions by Valentina Morales, Kai-lin Hsu, and Lisa Rios. Special thanks to Prof. Philip M. Genty, Clinical Professor of Law and Director, Prisoners and Families Clinic, Columbia University School of Law.

1. Press Release, U.S. Dept. of Justice, Office of Justice Programs, An Estimated 809,800 Inmates in the Nation's Prisons Were Parents to 1,706,600 Minor Children at Midyear 2007 (Aug. 26, 2008), *available at* <http://bjs.ojp.usdoj.gov/content/pub/pdf/pptmc.pdf> (last visited October 7, 2012). For a detailed report on these statistics, consult Lauren E. Glaze and Laura M. Maruschak, Special Report, Bureau of Justice Statistics, Parents in Prison and Their Minor Children (Aug. 2008), *available at* <http://bjs.ojp.usdoj.gov/content/pub/pdf/pptmc.pdf> (last visited October 7, 2012).

2. Press Release, U.S. Dept. of Justice, Office of Justice Programs, An Estimated 809,800 Inmates in the Nation's Prisons Were Parents to 1,706,600 Minor Children at Midyear 2007 (Aug. 26, 2008), *available at* <http://www.ojp.usdoj.gov/newsroom/pressreleases/2008/bjs08101.htm> (last visited October 7, 2012).

3. According to the State of New York, the 58 Departments of Social Services throughout the state are responsible for all publicly funded social services and cash assistance programs. Families qualify for DSS assistance based on income and other criteria. DSS assistance includes subsidies for childcare costs. About ACS, New York City Administration for Children's Services, *available at* <http://www.nyc.gov/html/acs/html/about/about.shtml> (last visited October 7, 2012).

4. The full text of ASFA can be found at 42 U.S.C. §§ 670–679b (2006). Several provisions of the Act have been amended in part or repealed in part since 1997. For further information on the history of AFSA and other federal child welfare laws, please see Factsheet, Child Welfare Information Gateway, U.S. Dept. of Health and Human Services, Major Federal Legislation Concerned with Child Protection, Child Welfare, and Adoption (current through April 2012),

incarcerated parents to keep their parental rights. Different states have passed laws applying ASFA in different ways, so it is important for you to know the ASFA laws that apply in your state. Some of the significant changes in New York law following ASFA include:

- (1) In some cases, the state no longer has to try to reunite children in foster care with parents who are incarcerated;⁵
- (2) Unless certain exceptions apply, the State must file to terminate parental rights⁶ for children who have been in foster care for fifteen out of the last twenty-two months, children who have been abandoned, or children with parents who have been convicted of certain violent crimes;⁷
- (3) People with certain criminal convictions or who live with an adult who has a criminal record cannot be foster parents.⁸

All of these provisions will be discussed more fully below.

2. Three Options To Retain Custody Rights Over Your Children

Whether or not ASFA applies depends on the type of custody rights you exercise over your children. As a parent in prison seeking to retain custody rights, you may find yourself in one of three situations:

- (1) *Private Placement*: Your child is living with friends or family members who receive no state supervision or funding other than welfare. This practice is known as “private placement” and will be discussed in Part B of this Chapter. ASFA does not apply to these placements.
- (2) *Voluntary Foster Care*: You chose to place your child in foster care. Again, your child may be living with foster parents who are relatives or persons unrelated to you. The state will supervise and provide funding to these foster parents for the care of your child. This practice is known as “voluntary placement” and will be discussed in Part C of this Chapter. If your child is in foster care and you would like to put him up for adoption, your options are discussed in Part F of this Chapter.
- (3) *Involuntary Foster Care*: Your child was taken from your home by either the Office of Children & Family Services (a New York State agency) or by the Administration for Children’s Services (a New York City agency)⁹ and placed in foster care. Your child may be living with foster parents who are relatives or persons unrelated to you. Again, the state will supervise and provide funding to these foster parents for your child’s care. This practice is known as “involuntary foster care” and will be discussed in Part C below.

available at <http://www.childwelfare.gov/pubs/otherpubs/majorfedlegis.pdf> (last visited October 7, 2012).

5. N.Y. Soc. Serv. Law § 358-a(3)(b) (McKinney Supp. 2012).

6. Termination of parental rights is when the state permanently ends your rights as a parent and either takes on those rights itself or grants them to another person through adoption.

7. N.Y. Soc. Serv. Law § 384-b(3)(1)(i) (McKinney Supp. 2012). The formula used to determine how long your child has been placed in foster care may depend on where you and your child are located. In New York, the Department will start counting from sixty days after either the date of placement or the date the child was removed from the home, whichever comes earlier. N.Y. Soc. Serv. Law § 384-b(3)(1)(iii) (McKinney Supp. 2012). This means that the amount of time counted for ASFA purposes may be different than the amount of time your child has actually spent under the custody of the Department. For example, if your child was placed under custody of the Department upon your incarceration, but it took the Department one month to find placement for your child, you would have sixteen months before the State had to initiate proceedings to terminate your parental rights. So starting from the date of your incarceration, you may have up to seventeen months before the State will begin proceedings. Note that other states may calculate the time period that a child has been in foster care somewhat differently, so you should always be sure to determine what the law says in your state. For more information on legal research, see Chapter 2 of the *JLM*, “Introduction to Legal Research.”

8. N.Y. Soc. Serv. Law § 378-a(2)(e) (McKinney Supp. 2012).

9. The Office of Children and Family Services (OCFS) is the state agency responsible for supervising and managing foster care in New York State. The Administration for Children’s Services (ACS) handles these duties in New York City, while county departments of social services manage foster care for areas outside of New York City. For simplicity, this Chapter uses “DSS” (Department of Social Services) to refer to all local child protective agencies that are responsible for foster care placement. Each county in New York has a social services department. See County Departments of Social Services, Office of Children and Family Services, available at <http://www.ocfs.state.ny.us/main/localdss.asp> (last visited October 7, 2012); and About ACS, New York City Administration for Children’s Services, available at <http://www.nyc.gov/html/acs/html/about/about.shtml> (last visited October 7, 2012). For questions about foster care generally, you can call (800) 345-KIDS, a free phone number for OCFS. Also refer to the end of this chapter for more contact information for OCFS and county-specific DSS offices.

New York law generally supports parents who want to take custody of their children after being in jail. The law states that it is desirable for a child to “be returned to the birth parent because the child’s need for a normal family life will usually best be met in the [natural] home, and . . . parents are entitled to bring up their own children unless the best interests of the child would be thereby endangered.”¹⁰ However, the law will only prioritize your parental rights if you show interest and involvement in your child’s welfare and a commitment to parenting upon your release.¹¹ Evidence of involvement in your child’s life may include letter writing, telephone calls, visits from your child, and efforts to communicate and cooperate with your case worker.¹²

B. Private Placement with a Relative or Friend

Many incarcerated parents try to place their child in the home of a relative or friend without involving the foster care system. This practice is called “private placement.” Private placement is the best way for parents in prison to keep their parental rights because the strict ASFA rules do not apply to children in private placements they only apply to children in foster care. The main advantage to private placement is that your child will be cared for by someone you know and trust. It also allows your child to live in familiar surroundings, which can lessen the trauma that a child may feel from being separated from his parent. If you want a relative or friend (sometimes called a “caretaker”) to care for your child, you should, if possible, enter into a written agreement signed by both you and by the relative or friend. The agreement should include three important points:

- (1) You are giving temporary custody of your child to that person while you are in prison;
- (2) Your child will be returned to you when you are released; and
- (3) The caretaker (the relative or friend) will bring your child to visit you in prison.

This agreement will allow your child’s caretaker (relative or friend) to register the child for school, get public assistance, and receive medical care for the child. It will also help secure the return of your child to your custody when you are released from prison. Note that you may have to fill out paperwork or releases in order to legally allow the caretaker to register your child for school and other public services.

If you know someone who is willing to care for your child but does not have the money to do so, he may be eligible to receive public assistance, food stamps, and Medicaid, so long as he assumes custody or guardianship. Your child can also be placed with a close relative through DSS, a practice called “kinship foster care.” Under this arrangement, your child will be considered in foster care even though he is living with a relative. This arrangement, which is different from a private placement, is discussed in Part C(1)(d) of this Chapter. Granting custody or guardianship does not mean that you are permanently giving up your parental rights. The terms only mean that you are giving permission for someone else to care and be responsible for your child for a temporary period until you can resume caring for him yourself. It is worth checking with each agency to find out what paperwork you must fill out in order for the caretaker to receive assistance both for himself and for your child.

C. Foster Care

If private arrangements with your relatives or friends do not work out, you may choose to apply through DSS to have your child placed in foster care, either with a relative or with a certified foster parent who is not related to you (which can include a friend). Either way, you must make sure that someone will be caring for

10. N.Y. Soc. Serv. Law § 384-b(1)(a)(ii) (McKinney Supp. 2012); see also *In re Natasha RR*, 42 A.D.3d 762, 762, 839 N.Y.S.2d 623, 624 (3d Dep’t 2007) (stating that this law seeks to return child to natural parent “if at all possible and responsible”).

11. A recent amendment to the law exempts prolonged stays in foster care from mandatory termination of parental rights if “the parent or parents are incarcerated, or participating in a residential substance abuse treatment program, or the prior incarceration or participation of a parent or parents in a residential substance abuse treatment program is a significant factor in why the child has been in foster care for fifteen of the last twenty-two months, provided that the parent maintains a meaningful role in the child’s life.” N.Y. Soc. Serv. Law § 384-b(3)(l)(i) (McKinney Supp. 2012). See also *In re Lindsey B.*, 16 A.D.3d 1078, 1078, 791 N.Y.S.2d 261, 262 (4th Dep’t 2005) (finding that a father’s incarceration was not a defense to an abandonment petition where father made no effort to communicate with daughter or learn of her whereabouts); *In re Elizabeth Susanna R.*, 11 A.D.3d 619, 620, 783 N.Y.S.2d 641, 642 (2d Dep’t 2004) (stating that “a parent’s incarcerated status does not excuse him or her from establishing or maintaining contact with his or her child”).

12. N.Y. Soc. Serv. Law § 384-b(3)(l)(v), (McKinney Supp. 2012).

your child while you are in prison. If you do not arrange for the care of your child during your incarceration, permanent neglect proceedings can be initiated against you.¹³ Foster care is a way of providing for children whose parents cannot care for them. The state has legal custody of children in foster care, which means that the state takes responsibility for the child. The state may hire a private foster care agency that will work with you and your child to find a placement in foster care. Foster care is not supposed to be a permanent solution; it is meant to help families through difficult times and to make sure that children are living in safe and healthy environments.

There are several different ways children can be placed in foster care. When the parent or parents themselves choose to place their children in foster care, it is called “voluntary placement.” When a judge orders the child to be placed in foster care because the child’s previous caretakers were abusive or neglectful, it is called “involuntary placement.” Children may be placed with relatives (“kinship foster care”), with an agency-approved foster family, in a group home, or in a residential facility. All foster care parents receive funding and supervision from either DSS directly or any separate foster care agency involved in the particular case.

1. Voluntary Placement

If you cannot arrange for the care of your child with family or friends or if you are not satisfied with the care your child is receiving, you may choose to place your child in foster care. Furthermore, under New York law, your child may have to be placed in foster care if you become “unavailable” due to “arrest, detainment, or imprisonment.”¹⁴

You do not permanently give up your parental rights by placing your child in foster care. You are still legally his parent. It does not mean that you are giving up or abandoning your child, and it does not show that you are unfit as a parent. It only means that you are temporarily unable to provide your child with the care you think he needs. If you fulfill your foster care obligations and if you are released within a relatively short time, you will have a good chance of getting your child back after your release.

However, if you are going to be in prison for more than twelve months, then placing your child in foster care may create a risk of involuntary termination of your parental rights. You should seriously consider your decision to place your child in foster care because ASFA generally requires the state to file for termination of parental rights for children who have been in foster care for fifteen out of the last twenty-two months.

In summary, if you are able to privately place your child with a friend or relative, it may be the best way for you to protect your parental rights. It is important to consider all of your options carefully before placing your child in foster care for fifteen months or longer.

(a) Initial Placement Process

To arrange for your child’s foster care, you should first contact the Department of Social Services (DSS).¹⁵ Either you or someone you have entrusted with the care of your child can transfer your child to a foster care arrangement.¹⁶ However, you should contact DSS yourself because if a relative or friend places your child in foster care for you, the agency might only communicate with that other person. Also, a foster care arrangement made by someone else does not affect your rights and obligations as a parent.¹⁷ DSS must consult with you regarding your child. If you are not being contacted, inform DSS and/or the foster care agency that you are the parent and tell them that you wish to make the decisions about your child’s care.

When you make contact with DSS, a caseworker will arrange to meet with you to explain the process of placing your child in the custody of DSS and the available foster care options. He will also ask you to sign a Voluntary Placement Agreement,¹⁸ a contract between you and DSS that places your child in foster care.¹⁹

13. See Part D(1)(b) of this Chapter for a discussion of permanent neglect.

14. N.Y. Comp. Codes R. & Regs. tit. 18, § 430.10(c) (2006). This section states that children must be removed from their homes and placed in foster care when removal is essential for securing proper care, nurturance, or treatment. It explains that one circumstance where foster care placement may be essential to ensuring proper care, nurturance, or treatment is when the parents of the child are arrested, detained, or imprisoned.

15. Contact the Department of Social Services (DSS) for the county in which your child is living, or the Administration for Children’s Services (ACS) if your child lives in New York City. See the end of this Chapter for contact information for ACS and all other New York counties.

16. N.Y. Soc. Serv. Law § 384-a(1) (McKinney 2010).

17. N.Y. Soc. Serv. Law § 384-a(1) (McKinney 2010).

18. You can obtain a New York City Voluntary Placement Agreement Form (Form W-864) by writing to the

By signing the Agreement, you temporarily transfer the custody and care of your child to the Commissioner of DSS. Read the form carefully because it will state what DSS must do for your child while he is in foster care. The Agreement also lists the responsibilities of DSS, as well as your obligations while the child is in foster care.²⁰ The Agreement must say that the agency may be required to file for termination of parental rights if your child remains in foster care for fifteen out of the most recent twenty-two months.²¹

The Agreement is a standard form, which means it is the same for everyone. If you want to add something to the agreement that you feel is important, you have a right to suggest changes.²² For instance, you may wish to add any or all of the following: a release date for your child (perhaps the date of your release from prison); that your children, if you have more than one, be kept together; a request that your child remain in his current school; that the child be kept near the home neighborhood; or the minimum number of hours per month that you wish to visit with your child. You should strongly consider adding these items to the Agreement form because DSS is obligated to try to provide your child with the care established in the form.²³ You should be aware that DSS might resist making changes to the standard form. If you want the Agreement changed to fit your child's needs, speak to your caseworker about it.

Whether or not you add specific conditions to the Agreement, it is very important to ask for a copy of the final Agreement that you sign. You should keep your own personal file, which should include a copy of the Agreement as well as any other letters sent to you by DSS or letters that you write to DSS.

During your first visit with your caseworker, you may also be asked to sign a Designation of Religious Preference for Children.²⁴ On this form, you may state whether you wish for your child to be placed with an independent foster care agency affiliated with a particular religion. You can state whether you want your child to receive religious training while in foster care. If you write down a religious preference and say that you want your child to be cared for by a family of that religion, DSS must either (1) place your child with a family practicing that religion, (2) show that your child's faith will be protected in the family in which he is placed, or (3) show why finding a placement with such a family was not "practicable" or "in the best interests of the child."²⁵ This means that if DSS does not place your child with a family practicing your chosen religion, DSS must be able to prove that it was practically impossible to find such a family or they must be able to give a good reason why it would be better for your child not to be in such a family. If DSS does not place your child in such a family and fails to give a good reason, you can demand that they place your child with a family that practices your religion.

Your caseworker may ask you to sign a form in which you agree that you will be legally responsible for some of the costs of maintaining your child.²⁶ You must write down on this form whether or not you can contribute to your child's expenses while he is in foster care. Even though you are in prison, you still have a duty to financially support your child. However, DSS could take your situation into consideration and not expect you to contribute to your child's expenses because you are in prison and probably have little or no income.²⁷

You and the caseworker will develop a plan to help keep a close relationship between you and your child. This plan, which includes the rights and obligations of both you and the agency, is discussed in Part C(4) of this Chapter.

Administration for Children's Services (ACS), 150 Williams Street, 18th Floor, New York, New York 10038, or by calling ACS at (212) 341-0900. The website for ACS is www.nyc.gov/html/acs/home.html (last visited October 7, 2012).

19. N.Y. Soc. Serv. Law §384-a(2) (McKinney 2010).

20. These obligations are described in Part C(4) of this Chapter.

21. N.Y. Soc. Serv. Law § 384-a(2)(c)(ix) (McKinney 2010).

22. N.Y. Soc. Serv. Law § 384-a(2)(a) (McKinney 2010).

23. If you believe that the care your child is receiving in foster care does not satisfy the requirements set forth in the Voluntary Placement Agreement, you should first tell your caseworker. Then you or your lawyer, if you have one, should petition the family court judge who signed your child's placement order to review the care the agency is providing for your child and to order the agency to follow the Agreement. See N.Y. Soc. Serv. Law § 384-a(2)(b) (McKinney 2010) (requiring adherence to the placement order).

24. The New York City Designation of Religious Preference for Children (Form CM-309) is similar to forms used throughout the state. You can get the appropriate form from the agency handling your case.

25. N.Y. Comp. Codes R. & Regs. tit. 18, § 430.11(c)(2)(iii) (2012).

26. N.Y. Soc. Serv. Law § 384-a(2)(c)(viii) (McKinney 2010).

27. N.Y. Soc. Serv. Law § 384-a(2)(c)(v)(D) (McKinney 2010).

Finally, DSS should provide you with a list of lawyers or legal services groups to help you in placing your child. One source of help may be Prisoners' Legal Services.²⁸ Unfortunately, it is extremely unlikely that you will be able to find a free lawyer for a voluntary placement case, so do not be afraid to take as much time and ask as many questions as you need in order to understand the forms that DSS will make you fill out since you will probably be the person making the decisions for the voluntary placement of your child.

(b) Court Approval of the Placement—358a Hearing

The next step in voluntary placement is court approval. New York state law requires a family court judge to review and approve every voluntary placement of a child in foster care lasting longer than thirty days.²⁹ This proceeding is called a “358a hearing” because it is required by Section 358a of the Social Services Law. DSS is responsible for filing a petition with the court asking for approval of the placement.³⁰ The petition will include a notice “in conspicuous print”—which means it must be clear, obvious, and not in very small print—stating that if a child remains in foster care for fifteen of twenty-two months, the agency may be required to file for a termination of parental rights.³¹

The judge must give you notice of the hearing.³² In order to be present at the hearing, you should write a letter, similar to the one shown in Appendix A of this Chapter, asking the court to instruct the prison to bring you to the hearing.³³

Your caseworker may ask you to sign a waiver of your right to attend.³⁴ A waiver means that you formally agree to give up a particular right.³⁵ You do not have to sign a waiver.³⁶ Sometimes people choose to waive rights as part of a deal with the state, because they get something from the state in return for signing the waiver. If you do choose to sign a waiver of your right to attend the hearing, the court does not have to make sure that you can attend the hearing.³⁷ Generally, signing a waiver is not a good idea because you give up the valuable opportunity to inform the judge of your problems or questions during the voluntary placement process.³⁸

You have a right to a lawyer for the hearing. If you cannot afford your own lawyer, the judge will assign you a free lawyer when you are brought to court for the hearing.³⁹ If you are using your own lawyer, make sure to contact him in advance about the proceeding. A lawyer is meant to be your voice during these proceedings, so if you have any questions or requests or if you are concerned about something, be sure to ask your lawyer.

At the hearing, the court is supposed to ensure that your child will be put in foster care only if the “best interest and welfare of the child will be promoted by the removal of such child from such home.”⁴⁰ This means that foster care is appropriate only when a child would not otherwise receive proper care, nurturing, or treatment.⁴¹ DSS must try to find relatives who can take care of your child.⁴² This arrangement, called “kinship foster care,” is not the same as the private placement discussed in Part B. Kinship foster care is explained in Part C(1)(d) of this Chapter. Apart from trying to find relatives, DSS must try to find and record information about your child's other parent, any person to whom you had been married to at the time

28. See Appendix IV of the *JLM* for addresses of legal services organizations.

29. N.Y. Soc. Serv. Law § 358-a(1)(a) (McKinney Supp. 2012).

30. N.Y. Soc. Serv. Law § 358-a(1)(a) (McKinney Supp. 2012).

31. N.Y. Soc. Serv. Law § 358-a(2)(a) (McKinney Supp. 2012).

32. N.Y. Soc. Serv. Law § 358-a(4)(a) (McKinney Supp. 2012).

33. N.Y. Soc. Serv. Law § 358-a(3)(e)(ii) (McKinney Supp. 2012).

34. N.Y. Soc. Serv. Law § 358-a(5) (McKinney Supp. 2012).

35. Black's Law Dictionary (9th ed. 2009).

36. N.Y. Soc. Serv. Law § 358-a(5) (McKinney Supp. 2012).

37. N.Y. Soc. Serv. Law § 358-a(5) (McKinney Supp. 2012).

38. N.Y. Soc. Serv. Law § 358-a(5) (McKinney Supp. 2012).

39. N.Y. Fam. Ct. Act § 262(a)(iv) (McKinney 2008). Please note that the Family Court Act is contained in the Judiciary Court Acts volume of McKinney's. See Part H of this Chapter for more on your right to counsel.

40. N.Y. Soc. Serv. Law § 358-a(5) (McKinney Supp. 2012); see N.Y. Soc. Serv. Law § 358-a(1)(a) (McKinney Supp. 2012).

41. N.Y. Comp. Codes R. & Regs. tit. 18, § 430.8(a)(2) (2010); N.Y. Comp. Codes R. & Regs. tit. 18, § 430.10(c) (2006).

42. N.Y. Soc. Serv. Law § 384-a(1-a) (McKinney 2010).

of the conception or birth of your child, and any other person who would be entitled to a notice of a proceeding to terminate parental rights if such a hearing were to take place.⁴³

The judge must also verify that you knowingly and voluntarily signed the Voluntary Placement Agreement.⁴⁴ If you have any questions or problems regarding the placement process or the Agreement, you should make them known at this hearing.

Any problems with the agency can be communicated to the judge at the hearing. Such problems might include the following situations: the agency refuses to add your requests to the Voluntary Placement Agreement; there have not been enough (or any) visits between you and your child; the agency has broken many of its promises; or it is difficult for you to communicate with the agency (in other words, the caseworker does not return your calls, the prison will not allow you to make calls, etc.). If you have signed a waiver and do not attend a 358a hearing, the judge will review the papers submitted by DSS, including the Voluntary Placement Agreement, and will generally approve the Agreement as you signed it.⁴⁵

(c) Court Review of Placement—Permanency Hearings

(i) Automatic Review

Once a placement has been approved in a 358a hearing, the agency is required to check in with the family court from time to time in order to review your child's situation in foster care. The agency must report to the family court within eight months of the date your child was removed from his home and then every six months thereafter.⁴⁶ The court may order a review at any time.⁴⁷ Also, you can ask the court for a review at any time.⁴⁸ If a court decides for any of the reasons listed in the statute⁴⁹ that the agency does not have to make reasonable efforts to reunite your family, then a permanency hearing must take place within thirty days.⁵⁰ See Part C(4)(a) of this Chapter for a discussion of "reasonable efforts."

These reviews are called "permanency hearings," because they decide a permanent plan for your child.⁵¹ A permanent plan considers (1) whether your child will be returned to you, placed with a relative, or released for adoption; (2) the health, well-being, and status of the child; (3) the status of the parent; and (4) what services have been provided to reunite the family where appropriate.⁵² The state is authorized to seek an alternative permanent placement if you are unable to provide a normal family home for your child, and continued foster care is not appropriate.⁵³

The court must notify you at least fourteen days before each of these hearings, and you have a right to attend.⁵⁴ As with the 358a hearing, you must ask the judge to order the prison to take you to the permanency hearing. You or your lawyer, if you have one, should write to the judge as soon as you know when your hearing is scheduled to request such an order. Information on getting to court is included in Part G of this Chapter. Also, see the sample letter included in Appendix A of this Chapter.

At the hearing, explain to the judge any problems you have with the foster care your child is receiving.⁵⁵ By law, the judge has to look at what is in the "best interests" of the child, so if there is a problem, you

43. N.Y. Soc. Serv. Law § 384-a(1-b) (McKinney 2010).

44. N.Y. Soc. Serv. Law. § 358-a(3)(a) (McKinney Supp. 2012).

45. N.Y. Soc. Serv. Law. § 358-a(5) (McKinney Supp. 2012).

46. N.Y. Fam. Ct. Act § 1089(a)(2)–(3) (McKinney Supp. 2012). Please note that the Family Court Act is contained in the Judiciary Court Acts volume of McKinney's.

47. See N.Y. Fam. Ct. Act § 1088 (McKinney Supp. 2012) (providing the family court with the express power to rehear the case whenever it deems rehearing necessary or desirable).

48. See N.Y. Fam. Ct. Act § 1088 (McKinney Supp. 2012) (providing the family court with the power to rehear the case when another party to the case makes a motion to do so).

49. N.Y. Soc. Serv. Law § 358-a(3)(b) (McKinney Supp. 2012).

50. N.Y. Soc. Serv. Law § 358-a(3)(b) (McKinney Supp. 2012).

51. N.Y. Fam. Ct. Act § 1012(k) (McKinney Supp. 2010).

52. See N.Y. Fam. Ct. Act § 1089(c) (McKinney Supp. 2012) for a full description of what needs to be included in the permanency plan.

53. N.Y. Soc. Serv. Law § 384-b(1)(a)(iv) (McKinney Supp. 2012).

54. N.Y. Fam. Ct. Act § 1089(b)(1) (McKinney Supp. 2012).

55. Although you may wait until your court appearance to voice your complaints, you should try to write out any problems you have with your child's foster care ahead of time. You can discuss your concerns with your lawyer, if you have one. You may mail the concerns to the judge, DSS, or the child's attorney. You should also take a copy of the list of complaints to court. You or your lawyer should mention your complaints in court so that they are not overlooked.

should try to explain how your child's "best interests" are suffering.⁵⁶ The judge can order DSS to provide a variety of services for you and your child, including arranging additional visits.⁵⁷

(ii) Requested Review

After the initial permanency hearing, you do not need to wait for another scheduled hearing to complain about your child's foster care. You may request a permanency hearing to address problems that arise between scheduled hearings and that cannot be resolved with your caseworker.⁵⁸ In a motion to the court, you must explain why you need a new hearing, the type of problem you are having, the steps you have taken to resolve the problem, and what changes you believe are necessary.⁵⁹ You may also file a motion to force the agency to obey court orders or to live up to agreements it has made with you.⁶⁰

(d) Kinship Foster Care

DSS will sometimes approve close relatives to become "kinship foster parents."⁶¹ If you have a relative who would like to care for your child, you may be able to arrange for kinship foster care. The technical name for this arrangement is "approved emergency relative foster home."⁶² Under this program, your child lives with your relative. However, unlike in the private placement described above in Part B, DSS has legal custody of children in kinship foster care, just as it does in any other foster care arrangement.

ASFA has made it more difficult for people with certain kinds of criminal records to be approved as foster parents. The ASFA restrictions may affect your decision to place your child in kinship foster care because the relatives you choose may no longer be allowed to be foster parents. In New York, a criminal history check will be performed on potential foster parents and on anyone over eighteen who is living in the home before the home can be certified as a foster home.⁶³ The criminal history check will also be repeated every time the foster parents apply for re-certification.⁶⁴

A prospective foster parent can be denied for several reasons, including:

- (1) A felony conviction at any time involving child abuse or neglect, spousal abuse, a crime against a child including child pornography, a violent crime including rape, sexual assault, or homicide;⁶⁵ or
- (2) A felony conviction within the past five years for assault, battery, or a drug-related offense;⁶⁶ or
- (3) A charge for an above-listed crime that has not been resolved yet;⁶⁷ or
- (4) A felony conviction that may be for an above listed crime, when it is unclear whether such a crime was involved.⁶⁸

If a prospective foster parent has been convicted of one or more of the crimes listed above, the foster care agency will remove any foster child living with the foster parent.⁶⁹ Requests to become a foster parent can also be denied if:

56. The court must determine how to protect the best interests of the children placed in the state's care by a voluntary placement agreement. See, e.g., *Nicholson v. Scopetta*, 3 N.Y.3d 357, 376–81, 820 N.E.2d 840, 850–54, 787 N.Y.S.2d 196, 206–10 (2004) (determining whether the removal of the child was in the child's "best interests," according to the legislative requirement).

57. N.Y. Fam. Ct. Act § 1089(d)(2)(viii)(F) (McKinney Supp. 2010). Please note that the Family Court Act is contained in the Judiciary Court Acts volume of McKinney's.

58. N.Y. Fam. Ct. Act § 1088 (McKinney Supp. 2012).

59. N.Y. Fam. Ct. Act § 1089(c) (McKinney Supp. 2012).

60. N.Y. Fam. Ct. Act § 1089(d)(2)(viii)(F) (McKinney Supp. 2012); N.Y. Fam. Ct. Act § 255 (McKinney Supp. 2010).

61. A relative may be approved as a foster parent if DSS believes that living with him is the best way to maintain continuity in the child's environment. N.Y. Fam. Ct. Act § 1089-a(a)(i) (McKinney Supp. 2012).

62. This arrangement is approved by N.Y. Soc. Serv. Law §§ 375 (McKinney 2010). "Approved emergency relative foster home" is defined in N.Y. Comp. Codes R. & Regs. tit. 18, § 443.1(g) (2010).

63. N.Y. Soc. Serv. Law § 378-a(2)(a) (McKinney 2010 & Supp. 2012).

64. N.Y. Soc. Serv. Law § 378-a(2)(a) (McKinney 2010 & Supp. 2012).

65. N.Y. Soc. Serv. Law § 378-a(2)(e)(1)(A) (McKinney 2010 & Supp. 2012).

66. N.Y. Soc. Serv. Law § 378-a(2)(e)(1)(B) (McKinney 2010 & Supp. 2012).

67. N.Y. Soc. Serv. Law § 378-a(2)(e)(2)(A) (McKinney 2010 & Supp. 2012).

68. N.Y. Soc. Serv. Law § 378-a(2)(e)(2)(B) (McKinney 2010 & Supp. 2012).

69. N.Y. Soc. Serv. Law § 378-a(2)(h) (McKinney 2010 & Supp. 2012).

- (1) The prospective foster parent has a criminal history consisting of crimes other than those specified above;⁷⁰ or
- (2) Any other person over eighteen living in the proposed foster home has a criminal history (including a criminal charge or conviction).⁷¹

If either of these factors are found, the agency will check the safety of the home, including whether the person who committed the crime lives there, the amount of contact that person has with the child, and the nature of the charge.⁷² Removing the child may be required to protect the child's health and safety.⁷³

A disadvantage of kinship foster care in comparison with private placement is that DSS will be involved in your relationship with your child. DSS could decide to have your child removed from your relative's home to another foster home. It also means that you will not be able to simply ask your relative to return your child when you are released from prison, but must instead petition DSS to get custody of your child again.⁷⁴ Also, DSS may attempt to terminate your parental rights so that your relative or another person can adopt the child.⁷⁵

An advantage of kinship foster care is that your child's caretaker is eligible for the same foster care payments available to unrelated foster care parents.⁷⁶ You and the potential kinship foster parent should consult DSS together about the funds available to him. Another advantage is DSS's obligation to support you with services, including providing regular visitation, parenting training, counseling for you or your child, and other services.⁷⁷ For incarcerated parents, DSS's duty to you is generally limited to services offered by your facility, although your child is entitled to any services offered by the agency.⁷⁸

DSS should support your wishes for your child to be in kinship foster care because it is obligated to search for a relative to take care of your child.⁷⁹ If you disapprove of a particular relative that DSS is considering, you can tell the judge your concerns and ask that your child be placed with a different family member. At the hearing, you will have to convince the judge that the placement DSS wishes to make is not in the best interests of your child or that the individual being considered is unfit to care for your child. If you can arrange for the relative of your choice to attend the court hearing, the judge may have an opportunity to meet him.

2. Involuntary Placement

In some circumstances, your child may be placed in foster care without your consent. This is known as "involuntary placement." Involuntary placement can occur prior to, or as a result of, your incarceration. If you do not consent in writing to the removal of your child and a preliminary hearing has not yet been held, your child can be removed only if there is an *immediate* danger to his health or life. In such an emergency, the court may order removal without a hearing, or DSS may remove your child before receiving a court order.⁸⁰

Involuntary placement does not mean that your child has been permanently taken from you. However, in order to avoid termination of your parental rights, you must fulfill certain obligations and demonstrate

70. N.Y. Soc. Serv. Law § 378-a(2)(e)(3)(A) (McKinney 2010 & Supp. 2012).

71. N.Y. Soc. Serv. Law § 378-a(2)(e)(3)(B) (McKinney 2010 & Supp. 2012).

72. N.Y. Soc. Serv. Law § 378-a(2)(h) (McKinney 2010 & Supp. 2012).

73. N.Y. Soc. Serv. Law § 378-a(2)(h) (McKinney 2010 & Supp. 2012).

74. Petitioning for return of your child is discussed in Part C(5) of this Chapter.

75. Involuntary termination of parental rights is discussed in Part D of this Chapter.

76. Before relatives can get such payments, the DSS Commissioner must complete a foster care certification study of the relative's home. But, in an emergency, a relative can receive funds immediately. The caretaker can also receive Medicaid for the child but cannot get other forms of public assistance because foster care payments would replace them. N.Y. Soc. Serv. Law §§ 458-b, 458-c, 458-d (McKinney 2010).

77. N.Y. Fam. Ct. Act § 1089(d)(2)(viii)(F) (McKinney Supp. 2012).

78. N.Y. Soc. Serv. Law § 384-b (McKinney 2010 & Supp. 2012).

79. New York state law requires that the state attempt to locate adequate living arrangements with a relative or friend of yours before it places your child with strangers. N.Y. Comp. Codes R. & Regs. tit. 18, § 430.10(b)(2) (2006); N.Y. Soc. Serv. Law § 384-a(1-a) (McKinney 2010 & Supp. 2012) (describing voluntary placement); N.Y. Fam. Ct. Act § 1017 (McKinney 2010) (describing involuntary placement).

80. N.Y. Fam. Ct. Act §§ 1022(a)(i)(B), 1024(a) (McKinney 2010). Please note that the Family Court Act is contained in the Judiciary Court Acts volume of McKinney's.

some responsibility for your child. The state also has a duty to make “diligent efforts”⁸¹ to foster a close relationship between you and your child and to help you fulfill your duties as a parent so that you can get custody of your child back. ASFA has created some exceptions to the State’s duty to show “diligent efforts.” These obligations, rights, and exceptions are discussed below in Part C(4)(a) of this Chapter.

(a) Preliminary Hearing

DSS must petition the family court to hold a “preliminary hearing” during which the judge will decide whether your child must be removed from your home temporarily. The judge will look to see if there is an immediate risk to your child’s health or life.⁸² This hearing must be held the day after the petition to hold the hearing is filed.⁸³ If your child has already been removed, the judge will determine whether the child should remain in care outside of the home by also looking to see if there is an immediate risk to your child’s health or life.⁸⁴ As in voluntary foster care placements, the state must search for a suitable relative to take your child. The court can order DSS to locate your child’s other parent and any relatives and to inform them of the procedure for seeking custody or becoming foster parents of your child.⁸⁵

DSS must try to notify you of the petition and proceedings, and you are allowed to attend them. However, the judge may proceed with the hearing even if you are not present.⁸⁶ If your child is removed, a date will be set for a permanency hearing.⁸⁷ It is important for you to note this date, which will be included in the court’s order removing your child.

(b) Fact-Finding Hearing

After the preliminary hearing, the court will hold a full hearing to decide whether or not your child was neglected or abused, or is at risk of being neglected or abused.⁸⁸ This part of the case is called the “fact-finding hearing.” Since you will not be in the home while you are in prison, the state can easily show that your child is at risk of neglect, unless you have arranged for a relative or a friend to take care of your child in your absence.

The judge must make sure that you are present at the hearing or that every reasonable effort has been made to notify you of it.⁸⁹ If you choose not to appear, the court will proceed without you.⁹⁰ If you do not have money to retain a lawyer, the judge must appoint a free lawyer to represent you at this hearing (and the later dispositional and permanency hearings) and must also appoint a lawyer to represent your child.⁹¹

To ensure you will be at the hearing, you or your lawyer should ask the judge to order the prison, using an Order to Produce, to bring you to court that day. Appendix A has a sample letter requesting that the judge submit an Order to Produce to your prison. If, because of your incarceration, you cannot be at the hearing on the day it is scheduled, you or your lawyer should explain that to the judge. The judge should change the date to make sure you can be there.

81. See Section 4(a) of this Part for examples of what DSS must do in order to meet the “diligent efforts” standard.

82. N.Y. Fam. Ct. Act § 1027(a)(i) (McKinney 2010 & Supp. 2012). Please note that the Family Court Act is contained in the Judiciary Court Acts volume of McKinney’s.

83. N.Y. Fam. Ct. Act § 1027(a)(i) (McKinney 2010 & Supp. 2012). Please note that the Family Court Act is contained in the Judiciary Court Acts volume of McKinney’s.

84. N.Y. Fam. Ct. Act § 1027(b)(i) (McKinney 2010 & Supp. 2012).

85. N.Y. Fam. Ct. Act § 1017 (McKinney 2010 & Supp. 2011).

86. N.Y. Fam. Ct. Act §§ 1023, 1027(a)(iv), (b) (McKinney 2010).

87. N.Y. Fam. Ct. Act § 1027(h) (McKinney 2010 & Supp. 2012); see also Subsection (d) of this Section, “Permanency Hearings.”

88. A child is “neglected” if he has suffered or is in danger of suffering physical, mental, or emotional harm because the parent cannot or will not provide the proper care. N.Y. Fam. Ct. Act § 1012(f) (McKinney 2010). A child is “abused” when the parent causes, allows, or creates a risk of serious emotional or physical injury that is likely to cause death or serious physical harm, and the parent does not do so accidentally. A child is also considered abused when a parent commits or allows to be committed a sex offense against the child. N.Y. Fam. Ct. Act § 1012(e) (McKinney 2009).

89. N.Y. Fam. Ct. Act § 1041 (McKinney 2010).

90. N.Y. Fam. Ct. Act § 1042 (McKinney 2010 & Supp. 2012). If you did not willfully refuse to appear at the hearing, you may petition the court for a rehearing, which the court should grant.

91. N.Y. Fam. Ct. Act §§ 249, 262 (McKinney 2010 & Supp. 2012).

(c) Dispositional Hearing

If the court makes a finding of abuse or neglect, it will hold another hearing, called the “dispositional hearing.” This hearing may take place directly after the fact-finding hearing,⁹² but it usually happens after an adjournment (when the court postpones the hearing until a later date). You and your lawyer have the right to participate in the dispositional hearing, and the judge cannot proceed without proof that the agency actually notified you of the hearing. After hearing the case, the judge can make several rulings: return your child to you, adjourn the case for several months with the intention of dismissing the case later, or order placement of your child in foster care.⁹³

The judge should inform you that if you fail either to maintain contact with your child or plan for your child’s future, your parental rights may be terminated. Your duties as the natural parent are discussed in Part (C)(4)(b), and termination of parental rights is discussed in Part D of this Chapter.

Also, at the dispositional hearing or at the permanency hearing, (discussed in Subsection (d) of this Section), the court can order the foster care agency to make “diligent efforts” to “encourage and strengthen the parental relationship.”⁹⁴ For example, the judge can order the agency to arrange visits between you and your child by bringing your child to visit you. You or your lawyer should ask the judge to order this visitation because visiting with your child will strengthen your relationship and will help you when you ask that your child to be returned to you. The judge can also order the agency to assist you with housing, employment, counseling, medical care, psychiatric treatment, and any other appropriate services that your prison facility can provide. The dispositional order:

- (1) Will include a description of the visitation plan;
- (2) Will state that you have a right to attend planning conferences (with a lawyer) about your child’s foster care and that you should be told when those meetings will occur;⁹⁵ and
- (3) Must contain a notice that if your child remains in foster care for fifteen of the most recent twenty-two months, the agency may be required to file a termination of your parental rights.⁹⁶

You have a right to a copy of this order, so remember to ask for a copy if one is not provided.⁹⁷

(d) Permanency Hearings

The agency with custody of your child must conduct a permanency hearing within eight months of your child’s removal.⁹⁸ The permanency hearing should have been scheduled during the original hearing when it was decided that your child would be removed, and it is assumed you will already know this date.⁹⁹ Still, the law requires that you be re-notified of the date of the permanency hearing at least fourteen days in advance.¹⁰⁰ The court has to hold a permanency hearing to decide what the permanency plan for your child should be.¹⁰¹ The court will also examine whether you and the agency have been going along with the plan for your child and whether the plan should be adjusted because of changed circumstances.¹⁰² In considering whether extension of placement is in the best interests of your child, the court will look at the permanency

92. N.Y. Fam. Ct. Act § 1047(a) (McKinney 2010).

93. N.Y. Fam. Ct. Act § 1052(a) (McKinney 2010). Please note that the Family Court Act is contained in the Judiciary Court Acts volume of McKinney’s.

94. N.Y. Fam. Ct. Act § 1089(d)(2)(viii)(F) (McKinney 2010 & Supp. 2012).

95. N.Y. Fam. Ct. Act § 1089(d)(2)(vii)(B) (McKinney 2010 & Supp. 2012).

96. N.Y. Fam. Ct. Act § 1089(d)(2)(vii)(D) (McKinney 2010 & Supp. 2012).

97. N.Y. Fam. Ct. Act § 1089(e) (McKinney 2010 & Supp. 2012).

98. N.Y. Fam. Ct. Act § 1089(a)(2) (McKinney 2010 & Supp. 2012). The statute states that the permanency hearing must take place “no later than six months from the date which is 60 days after the child was removed from his or her home . . . [and] shall be completed within thirty days of commencement.” Adding the six months and 60 days requirement means that the hearing must happen within eight months from the day your child was removed from your home.

99. N.Y. Fam. Ct. Act § 1089(a)(2) (McKinney 2010 & Supp. 2012).

100. N.Y. Fam. Ct. Act § 1089(b)(1)(i) (McKinney 2010 & Supp. 2012). *See In re Frederick W.*, 120 Misc. 2d 335, 342, 465 N.Y.S.2d 828, 833 (Fam. Ct. Queens County 1983) (requiring dismissal of agency’s petition to extend the placement of the child where the agency failed to give notice to parent).

101. N.Y. Fam. Ct. Act § 1089(a) (McKinney 2010 & Supp. 2012).

102. N.Y. Fam. Ct. Act § 1089(c)(5)(i) (McKinney 2010 & Supp. 2012).

goal.¹⁰³ As a result of the ASFA, the statute was changed to allow alternative permanent plans to be made for the child, like discharge to a “fit and willing relative.”¹⁰⁴

As the natural parent, you are a necessary party to the hearing, and you have a right to be present and to have the court appoint a lawyer to represent you. It is very important to attend the permanency hearing. You should receive both a notice of the hearing and a copy of the agency’s permanency hearing report,¹⁰⁵ a document that includes an update on your child’s well-being and on the agency’s recommendation for your child’s future placement.¹⁰⁶

If you are released from prison and want your child back immediately, or before the next permanency hearing, you should request that the agency return your child. If the agency does not fulfill your request within thirty days, you can move the court to terminate your child’s placement.¹⁰⁷ But, this motion does not mean that the court will return your child immediately. The court will first have a hearing to determine whether your child should be returned.

3. Working with Foster Care Agencies

(a) Placement with an Agency

Soon after your child enters the foster care system, responsibility for the case may be transferred from DSS to an authorized private foster care agency. This transfer is often done in New York City cases, but usually not in the rest of New York state. The transfer does not mean your child will be moved but only that an agency other than DSS will supervise the placement.

If your child is placed with a private agency, you should be told the name of the agency as well as the agency caseworker assigned to your child. Until you receive this notice, you should maintain contact with the caseworker from DSS.¹⁰⁸ If you do not hear from the new caseworker, write to DSS and the new agency to let them know. You should show them that you are concerned about your child’s well-being and that you want to be kept informed of your child’s whereabouts. The more interest and concern you show for your child, the less likely it is that DSS will seek, or the court will approve, termination of your parental rights. It may also make the foster care agency more open to using one of the ASFA exceptions to the requirements for terminating parental rights. Termination of parental rights is discussed fully in Part D of this Chapter.

(b) Development of a Service Plan

When you are assigned a caseworker from DSS or a private agency, the caseworker should contact you to arrange a meeting to discuss your child’s service plan. However, this is not usually done while you are incarcerated, so you should request a meeting in writing. It may be possible to arrange a conference by telephone. You should also try to keep the agency caseworker informed about programs you are participating in while incarcerated, such as drug treatment or parenting skills classes.

If you and the caseworker are able to meet, you will develop a plan for your child’s time in foster care.¹⁰⁹ It is more likely, though, that the agency will develop the plan in your absence. If you voluntarily placed your child in foster care, the Voluntary Agreement Form might be the basis for this plan. The plan:

- (1) Will include guidelines for the treatment your child will receive;

103. N.Y. Fam. Ct. Act § 1089(c)(1) (McKinney 2010 & Supp. 2012).

104. N.Y. Fam. Ct. Act § 1089(c)(1)(iv) (McKinney 2010 & Supp. 2012).

105. N.Y. Fam. Ct. Act § 1089(b)(1)(i) (McKinney 2010 & Supp. 2012); see also *In re Three Children Free for Adoption*, 138 Misc. 2d 584, 586, 525 N.Y.S.2d 135, 137 (Fam. Ct. Delaware County, 1988) (dismissing petition for a permanency hearing as it would require the notice of parents even for children freed from adoption); *In re Frederick W.*, 120 Misc. 2d 335, 341–42, 465 N.Y.S.2d 828, 833 (Fam. Ct. Queens County 1983) (dismissing petition to extend placement of child for failure to serve parent with petition).

106. N.Y. Fam. Ct. Act § 1087(e) (McKinney 2010 & Supp. 2012); see also *Matter of Three Children Free for Adoption*, 138 Misc. 2d 584, 585, 525 N.Y.S.2d 135, 136 (Fam. Ct. 1988) (stating that an argument that parents are not entitled to notice “flies directly in the face of case law and of the plain and unambiguous language of the statute.”).

107. N.Y. Fam. Ct. Act § 1062 (McKinney 2010). Please note that the Family Court Act is contained in the Judiciary Court Acts volume of McKinney’s. You or your lawyer should go to the Petition Room at the family court. Someone there will help you put your case on the court calendar, which schedules a hearing to determine whether your child will be returned to you.

108. See N.Y. Soc. Serv. Law § 384-a(2)(e)(v) (McKinney 2010) (describing parents’ obligations when they have a child in foster care).

109. N.Y. Comp. Codes R. & Regs. tit. 18, § 428.1 (2010).

- (2) Will state that a termination of parental rights proceeding may be filed against you by the agency if your child remains in foster care for fifteen out of twenty-two months;¹¹⁰
- (3) Will outline the agency's program for helping to reunite you and your child;
- (4) Should describe the care and services your child will receive while in foster care;
- (5) Should state how often you will receive visits from your child;¹¹¹
- (6) Will state what you need to do to get your child back; and
- (7) Will list your obligations for working to achieve a permanent home for your child.¹¹²

It is not always easy to get a copy of the plan. You should request it in writing. If the agency still does not provide you with the service plan for your family, you should inform the DSS case manager immediately in writing, as well as the judge at the next permanency hearing. When you get a copy of the plan, be sure to keep it for your records.

4. Rights and Obligations Under Voluntary or Involuntary Foster Care

Both you and the agency have obligations towards each other and towards your child. If you do not fulfill your obligations, the agency may go to court to try to terminate your parental rights, which means that someone else could adopt your child without your consent. In a termination of parental rights proceeding where the agency charges permanent neglect, the agency will first have to prove that it fulfilled its own obligations before the judge will consider ending your parental rights.

(a) The Department of Social Services' ("DSS") Obligations

DSS has certain responsibilities when it takes custody of your child. As previously discussed, its first obligation is to try to find a home for your child with a relative.¹¹³ Again, if you know someone who can take good care of your child and whom your child likes, you can suggest this person or family member to DSS.

If DSS cannot find family members with whom your child might be able to live, it must do the following:

- (1) Place your child in a setting that allows for the least disruption of the child's life as possible.¹¹⁴
- (2) Keep a record of your child's progress;¹¹⁵
- (3) Provide a caseworker who will regularly meet with you, your child, and your child's foster parents and who, with your help, will write a plan for the care of your child;¹¹⁶
- (4) Make every effort to follow the plan;¹¹⁷ and
- (5) Provide reasonable care for and supervision of the child during the course of the placement.¹¹⁸

More importantly, in most cases, DSS has a general legal obligation to make what the law calls "diligent efforts" to encourage a relationship between you and your child,¹¹⁹ with some exceptions created by ASFA. "Diligent efforts" include:

110. N.Y. Soc. Serv. Law § 384-a(2)(c)(ix) (McKinney 2010).

111. N.Y. Soc. Serv. Law § 384-a(2)(c)(iv) (McKinney 2010).

112. N.Y. Soc. Serv. Law § 384-a(2)(c)(v) (McKinney 2010).

113. N.Y. Soc. Serv. Law § 384-a(1-a)(a) (McKinney 2010); N.Y. Comp. Codes R. & Regs. tit. 18, § 430.10(b)(2) (2006) (describing standards for necessary activities prior to placement); N.Y. Fam. Ct. Act § 1017(1) (McKinney 2010) (describing DSS obligations for placing children). Please note that the Family Court Act is contained in the Judiciary Court Acts volume of McKinney's.

114. N.Y. Comp. Codes R. & Regs. tit. 18, § 430.11(c)(1)(i) (2012) (suggesting that the child be able to stay in touch with the "persons, groups, and institutions" with whom the child was involved before, where possible). Similarly, the child's setting should be the "least restrictive and most homelike" as possible. N.Y. Comp. Codes R. & Regs. tit. 18, § 430.11 (d)(1) (2012).

115. N.Y. Comp. Codes R. & Regs. tit. 18, § 428.3(b)(1)(vi) (2010).

116. N.Y. Comp. Codes R. & Regs. tit. 18, § 428.1 (2010).

117. N.Y. Soc. Serv. Law § 384-a(2)(c)(iv) (McKinney 2010); N.Y. Comp. Codes R. & Regs. tit. 18, §§ 428.1 (2010), 430.12(c)(1)(ii)(c) (2012).

118. *See Andrews v. County of Otsego*, 112 Misc. 2d 37, 39, 446 N.Y.S.2d 169, 171 (Sup. Ct. Otsego County 1982) (holding that a county with custody of a foster care child has a continuing obligation to protect the child's health, safety, and welfare and can be held liable for negligent placement or supervision of a child).

119. N.Y. Soc. Serv. Law § 384-b(7)(f) (McKinney 2010 & Supp. 2012). *See also In re Sheila G.*, 61 N.Y.2d 368, 385, 462 N.E.2d 1139, 1148, 474 N.Y.S.2d 421, 430 (1984) (explaining that the agency must make "affirmative, repeated, and meaningful efforts to assist" a parent before initiating a parental rights termination proceeding, and approving dismissal of permanent neglect petition filed by foster care agency where father had made visits regularly, established paternity,

- (1) Keeping you informed of your child's progress;¹²⁰
- (2) Making arrangements with your correctional facility for your child to visit you regularly in the facility;¹²¹ and
- (3) Providing or suggesting counseling or other services to resolve problems that may prevent your child's eventual return to you.¹²²

The exact meaning of "diligent efforts" will depend on the individual case. The agency may be required to investigate your financial problems, maintain regular contact with you, and inform you that failure to contact and plan for your child may result in a termination of your parental rights.¹²³ In one case, the court found an agency did not make diligent efforts when it did not help parents satisfy agency requirements for the return of their child. Although the parents did not fulfill the agency's plan, which included finding a suitable home, having the means to support the child, and going to family counseling, the court held the agency should have made efforts to address problems, such as poverty, that kept the parents from fulfilling the requirements.¹²⁴ In another case, an agency did not satisfy its statutory requirement when it failed to offer counseling to a child's incarcerated father, made no effort to help the father get visitation rights, and made no attempt to involve the father in his child's life.¹²⁵

In defining "diligent efforts" the highest court of New York has said that the foster care agency must have made "meaningful efforts" to:

- (1) Provide you and/or your child with counseling for any problem, such as drug or alcohol abuse, that might be an obstacle to your child's eventual return to you;
- (2) Help you find housing or employment;
- (3) Help you plan for your child's future; and
- (4) Provide opportunities for you and your child to have visits.¹²⁶

Until the agency has demonstrated "some attempt" to assist you in these ways, a termination of parental rights should not be granted.¹²⁷

However, ASFA has changed the Department of Social Services' obligation to provide diligent efforts, meaning reasonable attempts to preserve the family in some circumstances. In New York, the law states that if an incarcerated parent has failed more than once while incarcerated to cooperate with the agency in its efforts to assist the parent to plan for the future of the child (or in the agency's efforts to plan and

and developed a plan to take custody of the child but the agency did not fulfill its "diligent efforts" requirement); *In re Erika M.*, 285 A.D.2d 986, 986, 727 N.Y.S.2d 234, 235 (4th Dep't 2001) (dismissing petition for termination of parental rights because agency did not show, by clear and convincing evidence, that it made "diligent efforts" to strengthen the parent-child bond); *In re Jamie M.*, 96 A.D.2d 737, 737, 465 N.Y.S.2d 339, 340 (4th Dep't 1983) (finding that the agency failed to make "diligent efforts" to help parents solve the very problems requiring removal of the children and causing the termination proceedings), *aff'd*, 63 N.Y.2d 388, 472 N.E.2d 311, 482 N.Y.S.2d 461 (1984).

120. N.Y. Soc. Serv. Law § 384-b(7)(f)(4) (McKinney 2010 & Supp. 2012). *See also In re Gerald BB.*, 51 A.D.3d 1081, 1084, 857 N.Y.S.2d 314, 318 (2008) (holding that DSS satisfied the requirement to keep parents informed as to child's progress as "written reports" were "routinely sent to the mother charting her children's progress while they were in foster care," as well as finding "that efforts were repeatedly made by members of DSS to involve the mother in discussions regarding plans for the children's future").

121. N.Y. Soc. Serv. Law § 384-b(7)(f)(5) (McKinney 2010 & Supp. 2012). The agency is also responsible for making arrangements to transport your child to and from the facility to visit with you. *See In re Gerald BB.*, 51 A.D.3d 1081, 1084, 857 N.Y.S.2d 314, 318 (2008) (finding that DSS met its burden as they "arranged with her [the mother], while incarcerated, to have visits with the children").

122. N.Y. Soc. Serv. Law § 384-b(7)(f)(3) (McKinney 2010 & Supp. 2012); N.Y. Soc. Serv. Law § 384-b(7)(f)(5) (McKinney 2010 & Supp. 2012) (requiring the agency to coordinate with the prison to provide "rehabilitative services to resolve or correct the problems, other than incarceration itself, which impair the incarcerated parent's ability to maintain contact with the child").

123. *See In re Shannon U.*, 210 A.D.2d 752, 753–54, 620 N.Y.S.2d 851, 852 (3d Dep't 1994) (holding that agency was found to satisfy its duty because it had maintained regular contact with parents by phone, mail, home visits, and meetings and had arranged visits, counseling, and parenting classes), *leave to appeal denied*, 85 N.Y.2d 807, 651 N.E.2d 918, 628 N.Y.S.2d 50 (1995).

124. *See In re Jamie M.*, 63 N.Y.2d 388, 394–95, 472 N.E.2d 311, 314, 482 N.Y.S.2d 461, 464 (N.Y. 1984) (dismissing petition for termination of parental rights because the agency failed to show diligent efforts in addressing the unemployment and financial instability of parents).

125. *See In re Jennifer Ann W.*, 198 A.D.2d 881, 882, 605 N.Y.S.2d 698, 699 (4th Dep't 1993).

126. *In re Sheila G.*, 61 N.Y.2d 368, 384–85, 462 N.E.2d 1139, 1147–48, 474 N.Y.S.2d 421, 429–30 (N.Y. 1984).

127. *In re Jamie M.*, 63 N.Y.2d 388, 394–95, 472 N.E.2d 311, 314, 482 N.Y.S.2d 461, 464 (N.Y. 1984).

arrange visits with the child), then the agency will not have to present evidence that they made “diligent efforts.”¹²⁸ Additionally, the law states that in making determinations involving reasonable or diligent efforts, “the child’s health and safety” is the most important concern.¹²⁹ Reasonable efforts should be made to prevent removal of the child or to make it possible for the child to return home safely.¹³⁰ Reasonable efforts should also be made if it is in the best interests of the child’s health and safety and would probably result in reunification of the parent and child in the near future.

Reasonable efforts to prevent the removal of a child or to reunite a child with the birth family are not required in the following situations:¹³¹

- (1) When a court has determined that the parent has subjected the child to aggravated circumstances, defined in New York as severe or repeated abuse;¹³²
- (2) When a court has determined that a parent has committed a serious act of violence, including murder or voluntary manslaughter of one of the parent’s children;¹³³ attempted, conspired, or solicited to commit such murder or voluntary manslaughter;¹³⁴ or committed assault or aggravated assault on a child under eleven years old, resulting in serious bodily harm to the child or another child of the parent;¹³⁵ or
- (3) When the parent’s rights to one of the child’s siblings (including half-siblings) have been terminated involuntarily.¹³⁶

If the agency decides not to make reasonable efforts to reunite your family, it must file a motion in court and the judge will decide if the agency can stop such efforts.¹³⁷ You should be notified of and given a copy of the motion. The statute does not say whether a hearing has to be held by the court to decide the matter, nor does it say what the burden of proof to stop reasonable or diligent efforts would be.

(b) Your Obligations as a Parent

Like DSS, you must meet certain obligations while your child is in foster care. If you fail to satisfy these requirements, DSS may claim that you have abandoned or permanently neglected your child and may ask a court to terminate your parental rights.¹³⁸ New York law states that a parent who wishes to be reunited with a child in foster care has the following obligations:

- (1) To visit with the child;¹³⁹
- (2) To plan for the future of the child;¹⁴⁰

128. N.Y. Soc. Serv. Law § 384-b(7)(e)(ii) (McKinney 2010 & Supp. 2012); *see also In re Heart Share Human Servs. of N.Y.*, 28 Misc. 3d 1107, 906 N.Y.S.2d 472, 486 (Fam. Ct. Queens Cnty. 2010) (finding that the agency failed to make diligent efforts when it refused to plan with the father or permit him visitation of the child).

129. N.Y. Soc. Serv. Law § 384-b(1) (McKinney 2010 & Supp. 2012).

130. N.Y. Soc. Serv. Law § 358-a(2) (McKinney 2003 & Supp. 2012).

131. N.Y. Soc. Serv. Law § 358-a(3)(b) (McKinney 2010).

132. N.Y. Soc. Serv. Law § 358-a(12) (McKinney 2010). Severe abuse is defined to include conviction for (1) committing or soliciting murder or manslaughter of another child of the parent or another child for whom the parent is legally responsible; (2) assault against a child less than eleven years old; and (3) conviction for an above crime in any other jurisdiction. N.Y. Soc. Serv. Law § 384-b(8)(a) (McKinney 2010). Repeated abuse is defined to include (1) a finding of abuse against the child, child’s sibling, or any other child for whom the parent is legally responsible within the past five years; and (2) a finding that diligent efforts by the agency to encourage the parental relationship and to rehabilitate the parent have been unsuccessful and are “unlikely to be successful in the foreseeable future.” N.Y. Soc. Serv. Law § 384-b(8)(b) (McKinney 2010).

133. N.Y. Soc. Serv. Law § 358-a(3)(b)(2) (McKinney 2010). Convictions for these offenses can occur in jurisdictions other than New York as long as (1) the offense includes all the essential elements of the New York crime, and (2) the victim was the child or another child of the parent. N.Y. Soc. Serv. Law § 358-a(3)(b)(5) (McKinney 2010).

134. N.Y. Soc. Serv. Law § 358-a(3)(b)(3) (McKinney 2010). Convictions for these offenses can occur in jurisdictions other than New York as long as (1) the offense includes all the essential elements of the New York crime, and (2) the victim was the child or another child of the parent. N.Y. Soc. Serv. Law § 358-a(3)(b)(5) (McKinney 2010).

135. N.Y. Soc. Serv. Law § 358-a(3)(b)(4) (McKinney 2010). Convictions for these offenses can occur in jurisdictions other than New York as long as (1) the offense includes all the essential elements of the New York crime, and (2) the victim was the child or another child of the parent. N.Y. Soc. Serv. Law § 358-a(3)(b)(5) (McKinney 2010).

136. N.Y. Soc. Serv. Law § 358-a(3)(b)(6) (McKinney 2010).

137. N.Y. Soc. Serv. Law § 358-a(1) (McKinney 2010).

138. N.Y. Soc. Serv. Law §§ 384-a(2)(c)(vi), 384-b(4)(b), 384-b(4)(d) (McKinney 2010).

139. N.Y. Soc. Serv. Law §§ 384-a(2)(c)(v)(A), 384-b(5), 384-b(7)(a), 384-b(7)(b) (McKinney 2010).

- (3) To consult with the foster agency about the child's foster care plan;¹⁴¹
- (4) To contribute financially to the support of the child, if the parent is able;¹⁴²
- (5) To inform the agency of the parent's address every six months, even if it remains the same, and to inform the agency immediately of any change of name or address;¹⁴³ and
- (6) To cooperate with the agency.¹⁴⁴

The courts interpret these requirements with an eye to both "the particular facts and [the] totality of circumstances."¹⁴⁵ Thus, the court will look at the facts of your particular case when deciding whether you are living up to your obligations. Also, the law says that, at the very least, an incarcerated parent has to "cooperate with [the agency] in its efforts to . . . plan for the future of the child."¹⁴⁶ If an incarcerated parent on more than one occasion fails to cooperate or has failed to inform the agency of his address for six months, the agency does not have to continue making diligent efforts to preserve the family, including providing for visitation.¹⁴⁷

If you want to retain your parental rights, you should make every effort to fulfill your obligations. In a termination proceeding, DSS has the burden of proof to show, by clear and convincing evidence, that you failed to fulfill your obligations.

(i) Visiting with Your Child

The law recognizes that incarcerated parents may have a difficult time arranging to visit with their children and planning for their children's futures. It will not be held against you if you cannot visit with your child as often as you would like or if the agency fails to provide you with visits.¹⁴⁸ Remember, though, that visiting regularly is one of the most effective ways to maintain a healthy relationship with your child and to avoid termination of your parental rights. It is generally accepted that visitation and other parental contacts, such as letters and phone calls, are in the best interests of the child.

Not visiting with your child can be proof of abandonment or permanent neglect and can lead to termination of your parental rights.¹⁴⁹ For example, one court held that a parent who failed to substantially maintain contact with her children during a period of over one year had not lived up to her foster care obligations.¹⁵⁰ You should try very hard to maintain contact with your child. Whether your child is in the custody of a relative, a friend, your ex-spouse, or in foster care, that person should bring your child to visit you.¹⁵¹ Your parental rights are at stake, so make sure that you continuously try to visit with your child even if the foster parents or agency are making it more difficult for you to see your child. If the judge sees that you did all that you could to try and maintain contact with your child, it will help in regaining custody of your child when you are released. Some prisons have programs to help prisoners keep in contact with their

140. N.Y. Soc. Serv. Law § 384-a(2)(c)(v)(B), 384-b(7)(a) (McKinney 2010). For a definition of planning for the future of the child, see N.Y. Soc. Serv. Law § 384-b(7)(c) (McKinney 2010) and the discussion in Part C(4)(b)(ii) below.

141. N.Y. Soc. Serv. Law § 384-a(2)(c)(v)(C) (McKinney 2010).

142. N.Y. Soc. Serv. Law § 384-a(2)(c)(v)(D) (McKinney 2010).

143. N.Y. Soc. Serv. Law §§ 384-a(2)(c)(v)(E), 384-b(7)(e)(i) (McKinney 2010).

144. N.Y. Soc. Serv. Law §§ 384-a(2)(c)(v), 384-b(5), 384-b(7) (McKinney 2010).

145. *In re Orlando F.*, 40 N.Y.2d 103, 111, 351 N.E.2d 711, 716, 386 N.Y.S.2d 64, 68 (N.Y. 1976) (holding that finding of permanent neglect and termination of parental rights was appropriate where mother maintained contact with son but failed to plan for his future by not getting stable housing for three years).

146. N.Y. Soc. Serv. Law § 384-b(7)(e)(ii) (McKinney 2010).

147. N.Y. Soc. Serv. Law § 384-b(7)(e) (McKinney 2010).

148. N.Y. Soc. Serv. Law §§ 384-b(7)(e)(i), 384-b(7)(f)(5) (McKinney 2010).

149. N.Y. Soc. Serv. Law §§ 384-b(5), 384-b(7)(a), 384-b(7)(b) (McKinney 2010).

150. *See In re Comm'r. of Soc. Services.*, 84 Misc. 2d 253, 258–59, 376 N.Y.S.2d 387, 393 (N.Y. Fam. Ct. 1975) (explaining that a parent's failure to maintain continuous contact with the child can result in the termination of parental rights). *See also In re I.R.*, 153 A.D.2d 559, 561, 544 N.Y.S.2d 216, 217–18 (N.Y. App. Div. 1989) (explaining that incarceration alone does not excuse a parent from maintaining contact with his child).

151. *See Wise v. Del Toro*, 122 A.D.2d 714, 714–15, 505 N.Y.S.2d 880, 881 (N.Y. App. Div. 1986) (reversing denial of visitation to an incarcerated father because he did not have the opportunity to present evidence and because incarceration alone does not make visitation inappropriate); *R.J. v. D.J.*, 133 Misc. 2d 883, 887, 508 N.Y.S.2d 838, 841 (N.Y. Fam. Ct. 1986) (holding that while incarceration alone does not prevent visitation with parent's child, here frequent visits were unnecessary because of stress to the mother who had to take the child to visits).

children.¹⁵² You should look into any such programs available at your facility and tell your caseworker that you and your child wish to participate in the programs.

The foster care agency has a legal duty to make “diligent efforts” to encourage frequent and regular visits between you and your child.¹⁵³ The agency is typically under an obligation to provide biweekly visits if the permanency plan for the child is returning the child to you (or “reunification”).¹⁵⁴ The agency must provide financial assistance, arrange transportation, or do anything else in its power to ensure you and your child meet.¹⁵⁵ A court may even order that you be allowed to visit with your child in a different facility if that will make it easier for your child to visit you, but this will generally be a day trip with a guard and not a permanent arrangement.¹⁵⁶

Because prisons generally restrict visitation hours, it may be difficult for a caseworker to arrange for your child to meet with you in prison. If you are having difficulty arranging visits, remember that the law requires both the caseworker to set up visits and corrections officials to cooperate with the caseworker in making suitable visitation arrangements.¹⁵⁷ Prison officials do not have to set up visits between you and your child outside of your correctional facility unless it is “reasonably feasible” (not very difficult or inconvenient) and is in the best interests of your child.¹⁵⁸

A court can also determine that visitation is harmful to the child’s welfare and order that no visits occur. In New York, “[t]he denial of visitation to a natural parent is a drastic remedy and should be done only where there are compelling reasons and substantial evidence that such visitation is detrimental to the children’s welfare.”¹⁵⁹ This means there has to be an extremely important reason why visits would be harmful to your child, and the agency must be able to prove that such a reason actually exists and that it is truly harmful. Also, if visitation is not permitted, then the fact that you have not visited with your child cannot be the basis for a permanent neglect or abandonment proceeding.¹⁶⁰

(ii) Planning for Your Child

Courts recognize that your ability to participate in your child’s upbringing is limited because you are incarcerated. Nevertheless, they still require that you think ahead and plan for your child. This may include finding a home for your child among friends or relatives or preparing yourself for reunification with your child.

According to one parental rights specialist, plans should include the following:

- (1) How you will support yourself and your child after your release (for example, by getting public assistance or finding a job);
- (2) Where you and your child will live;
- (3) Where your child will go to school;
- (4) How you will provide for your child’s medical needs (for example, with Medicaid);
- (5) What kind of religious upbringing, if any, you want for your child;
- (6) Who will watch your child if you are out of the house; and
- (7) How you will provide for any special needs your child may have.¹⁶¹

152. You may, for example, be eligible to apply for the Family Reunion Program (“FRP”) if it is offered by your correctional facility. *See* N.Y. Comp. Codes R. & Regs. tit. 7, § 220.2 (2010).

153. N.Y. Soc. Serv. Law § 384-b(7)(f)(5) (McKinney 2003 & Supp. 2010).

154. N.Y. Comp. Codes R. & Regs. tit. 18, § 430.12(d)(1)(i) (2010).

155. N.Y. Comp. Codes R. & Regs. tit. 18, § 430.12(d)(1) (2010).

156. *See In re Gadson*, 124 Misc. 2d 1024, 1026–27, 478 N.Y.S.2d 498, 500 (Fam. Ct. Onondaga County 1984) (permitting visitation at a facility different from the one where parent was incarcerated because it was in the best interests of the children, the alternate facility allowed for meaningful visitation, and transportation was feasible).

157. N.Y. Soc. Serv. Law § 384-b(7)(f)(5) (McKinney 2010); N.Y. Correct. Law § 619 (McKinney 2003).

158. N.Y. Soc. Serv. Law § 384-b(7)(f)(2) (McKinney 2010).

159. *Parker v. Ford*, 89 A.D.2d 806, 807, 453 N.Y.S.2d 465, 466 (4th Dep’t 1982) (holding that petitioner father, despite alcohol abuse, was improperly denied supervised visitation, where there was no evidence that supervised visitation would be detrimental to the child’s welfare). *But see Sullivan Cnty. Dept. of Soc. Servs. v. Richard C.*, 260 A.D.2d 680, 682–83, 687 N.Y.S.2d 470, 472 (3d Dep’t 1999) (denying visitation between father and child where psychologist and child’s therapist recommended that visits be suspended until child developed the strength to deal with family problems, since child consistently showed regression after contact with father).

160. N.Y. Soc. Serv. Law § 384-b(7)(f)(5) (McKinney 2010).

161. Philip M. Genty, Memorandum for Incarcerated Parents with Children in Foster Care 3 (1988) (on file with

It is important that you plan ahead for how you will appropriately care for your child after your release from prison. This planning will be viewed as a sign that you care about your child and have an interest in being his parent.

To prepare yourself as a parent, you should take part in any parenting courses available at your institution, attend vocational training classes that will improve your chances of getting a job, and join drug or alcohol rehabilitation classes if necessary or ordered by a court. You should make every effort to participate in programs that your caseworker suggests.

It is also important to understand that if you are incarcerated for an extended period of time, arranging long-term foster care (as opposed to adoption) may *not* be considered an acceptable plan for your child's future. The state will not excuse you from the responsibility of planning for your child's future just because you are incarcerated.¹⁶² In such a situation, the state has the authority to terminate your parental rights.

(iii) Contact with Your Child and the Foster Care Agency

In addition to visiting with your child whenever you can, you should maintain contact by sending letters, birthday and holiday cards, and gifts to your child. If your child is too young to read, draw a picture or send a note that someone else can read aloud. These actions will show the court that you are interested in and planning for your child's future and that you have made an effort to fulfill your parental obligations. You should also contact your caseworker regularly, both to inform him of your progress in prison and to ask about your child. If you fail to keep the agency informed of your address for six months or more, the agency is not required to make diligent efforts to encourage and strengthen the relationship between you and your child.¹⁶³ Keep a record of all communications with your child and your caseworker, such as copies of letters and cards and a list of phone calls you make. Keeping accurate records is very important because if the agency ever petitions to terminate your parental rights, you will have proof that you were, in fact, fulfilling your obligations.

5. Assuming Care of Your Child After Release

If you voluntarily place your child in foster care, your Voluntary Placement Form may include a specific release date for your child. In that case, the agency must return the child to you on that date.¹⁶⁴ If you will still be incarcerated on the release date specified in the Voluntary Placement Form, you should inform your caseworker. A new release date can be established, and your child can remain in foster care until then.¹⁶⁵

You may wish to have your child returned earlier than the date listed on the Voluntary Placement Form. If so, send a written request to the agency stating the new date of return and your reasons for changing the date.¹⁶⁶ The agency may either return the child or, within ten days, deny your request.¹⁶⁷ If your request is denied, you can challenge the decision in court.¹⁶⁸

If the Placement Form does not mention a specific release date, you can request the return of your child at any time by writing a letter to the agency. The agency must return your child to you within twenty days or get a court order extending the care, in which case the agency probably will bring neglect proceedings.¹⁶⁹

the *Columbia Human Rights Law Review*).

162. *In re Gregory B.*, 74 N.Y.2d 77, 90, 542 N.E.2d 1052, 1058, 544 N.Y.S.2d 535, 541 (N.Y. 1989) (upholding termination of parental rights for incarcerated parents who made arrangements for long-term foster care until children were no longer minors); *In re "Female" V.*, 21 A.D.3d 1118, 1119, 803 N.Y.S.2d 636, 637–38 (2d Dep't 2005) (upholding termination of parental rights for an incarcerated father who, among other things, "was unable to provide any 'realistic and feasible' alternative" to having his children remain in foster care until they became adults or he was released from prison (quoting N.Y. Soc. Serv. Law § 384-b(7)(c) (McKinney 2010))).

163. N.Y. Soc. Serv. Law § 384-b(7)(e)(i) (McKinney 2010).

164. N.Y. Soc. Serv. Law § 384-a(2)(a) (McKinney 2010).

165. *See* N.Y. Soc. Serv. Law § 384-a(3) (McKinney 2010) (describing how to amend a Voluntary Placement Form).

166. N.Y. Soc. Serv. Law § 384-a(2)(a) (McKinney 2010). Reasons for changing the date of your child's release from foster care might include, for example, a shorter prison sentence than originally anticipated or your decision to place your child with a relative or friend.

167. N.Y. Soc. Serv. Law § 384-a(2)(a) (McKinney 2010).

168. N.Y. Soc. Serv. Law § 384-a(2)(a) (McKinney 2010); *see also* N.Y. Soc. Serv. Law § 358-a(8) (McKinney 2010) (pointing out that any order by a family court can be appealed pursuant to Article 11 of the Family Court Act).

169. N.Y. Soc. Serv. Law § 384-a(2)(a) (McKinney 2010).

Generally, the agency will have to prove that you would not be able to provide for your child—meaning that your child would be at risk of neglect or abuse—before it can get an order extending your child’s care.

If you did not voluntarily place your child in foster care, but were forced to do so by the state involuntarily, you may file a motion with the court to terminate the involuntary placement.¹⁷⁰ However, you may file the motion with the court only after you have first applied to the agency for a termination of the placement and were denied.

Whether your child has been placed in foster care voluntarily or involuntarily, you may be eligible for assistance from DSS once you are released from prison and have regained custody of your child. After your release, DSS must provide supportive and rehabilitative services, called “preventive services,” to you and your family if there is a serious risk that you cannot care for your child and that he will be put in foster care again.¹⁷¹ You should discuss getting additional assistance with your DSS caseworker *before* your release from prison. If you fail to do this and realize that you need additional assistance after returning home, you will still have an opportunity to discuss this with your caseworker because your caseworker must meet with you at least three times after your child is released from foster care.¹⁷²

If you require housing after your release from prison, you may be eligible for a housing subsidy of up to \$300 every month for up to three years. This subsidy is provided by DSS when the primary reason that a child is kept in foster care is that parents cannot find adequate housing.¹⁷³ If you are in need of such assistance, ask your caseworker about the subsidy and explain that you want to apply for it.

D. Involuntary Termination of Parental Rights

DSS, foster parents, a relative with care or custody of the child, or the child’s legal guardian may begin proceedings to convince a court that terminating your parental rights and placing your child up for adoption is the best solution for your child.¹⁷⁴ New York state law specifically says that the state cannot terminate your parental rights just because you are in prison.¹⁷⁵ The law also recognizes that incarcerated parents have special circumstances that judges should consider when looking at a parent’s efforts to maintain contact with and plan for their children.¹⁷⁶ However, ASFA has made it easier for the state to terminate your rights as a parent.

If you do not consent to the adoption of your child, a court can terminate your parental rights *only* if it finds that at least one of the following things is true:

- (1) You have abandoned your child for a period of at least six months immediately prior to the date on which the termination petition was filed;¹⁷⁷
- (2) You permanently neglected your child;¹⁷⁸

170. See N.Y. Fam. Ct. Act § 1062 (McKinney 2009). Please note that the Family Court Act is contained in the Judiciary Court Acts volume of McKinney’s.

171. You may be eligible for any of the services described in N.Y. Comp. Codes R. & Regs. tit. 18, § 423.2 (2007), which include daycare, housekeeper/chore services, psychiatric counseling, and parent training services. See also N.Y. Soc. Serv. Law § 409 (McKinney 2010)(defining preventive services); N.Y. Soc. Serv. Law § 409-a (McKinney 2010 & Supp. 2012) (detailing the duties of social services officials to provide preventative services); N.Y. Soc. Serv. Law § 384-a(2)(c)(iv)–(vii) (McKinney 2010) (describing the terms for transfer of care and custody of children).

172. N.Y. Comp. Codes R. & Regs. tit. 18, § 423.4(h) (1995).

173. N.Y. Soc. Serv. Law § 409-a(5)(c) (McKinney 2010 & Supp. 2012).

174. N.Y. Soc. Serv. Law § 384-b(3)(b) (McKinney 2010 & Supp. 2012).

175. N.Y. Soc. Serv. Law § 384-b(2)(b) (McKinney 2010 & Supp. 2012) (stating that the term parent “shall include an incarcerated parent unless otherwise qualified”). But see *In re Love Russell J.*, 7 A.D.3d 799, 800, 776 N.Y.S.2d 859, 859 (2d Dep’t 2004) (finding that termination of parental rights due to permanent neglect was proper against an incarcerated father whose only plan for his children’s welfare was extended placement in foster care, especially when he had been warned by the agency that this plan was insufficient).

176. See N.Y. Soc. Serv. Law § 384-b(7)(a) (McKinney 2010 & Supp. 2012); see also *In re Custody & Guardianship of Sasha R.*, 246 A.D.2d 1, 7, 675 N.Y.S.2d 605, 609 (1st Dep’t 1998) (discussing how the New York legislature acknowledged that incarcerated parents have “special circumstances” that should be taken into account when evaluating the parent’s efforts to meet the statutory contact and planning requirements (citing *In re Gregory B.*, 74 N.Y.2d 77, 89, 542 N.E.2d 1052, 1057, 544 N.Y.S.2d 535, 540–41 (N.Y. 1989))).

177. N.Y. Soc. Serv. Law § 384-b(4)(b) (McKinney 2010 & Supp. 2012). Under New York state law, a parent abandons a child when he shows “an intent to forego his or her parental rights and obligations . . . by his or her failure to visit the child and communicate with the child or agency, although able to do so and not prevented or discouraged from doing so by the agency.” N.Y. Soc. Serv. Law § 384-b(5)(a) (McKinney 2010 & Supp. 2012).

178. N.Y. Soc. Serv. Law § 384-b(4)(d) (McKinney 2010 & Supp. 2012). A parent permanently neglects a child

- (3) You cannot and will not be able to provide proper care because of mental illness or mental retardation;¹⁷⁹ or
- (4) You have severely or repeatedly abused your child.¹⁸⁰

Under ASFA in New York, if any of the following are true, the foster care agency *must* file for termination of parental rights:

- (1) The child has been in foster care for fifteen of the most recent twenty-two months;¹⁸¹
- (2) The child has been determined by a court to be abandoned;¹⁸²
- (3) The parent has been convicted of a crime including conspiring, soliciting, attempting, or committing murder or manslaughter of another of his or her children for whom the parent is legally responsible;¹⁸³ attempting or committing assault on a child under eleven years of age who is a child of the parent or a child for whom the parent is legally responsible;¹⁸⁴ or
- (4) The parent has been convicted of any of the above crimes in another jurisdiction.¹⁸⁵

The State is still required to prove its case in order to actually terminate your rights. But even if any of the four above grounds are present (where the agency is required to file under ASFA), the agency does not need to file for termination proceedings if any of the following are also present:

- (1) The child is being cared for by a relative;¹⁸⁶
- (2) The agency has documented in the plan a compelling reason that filing a petition to terminate parental rights would not be in the best interest of the child;¹⁸⁷ or
- (3) The agency has not provided the parent(s) with adequate reunification services in cases where those services are part of the reasonable efforts requirement.¹⁸⁸

When the foster care agency alleges in a petition that your case falls into one of the four categories listed above and files for termination of parental rights, the court will first hold a fact-finding hearing to see if the agency's allegation is correct. Then, in all cases involving permanent neglect or severe or repeated abuse, it will hold a dispositional hearing.¹⁸⁹ In the dispositional hearing, the judge will decide whether terminating your parental rights is in the best interests of your child. In cases of abandonment or mental illness, dispositional hearings are not required, and your parental rights may be terminated automatically upon a finding of abandonment or mental illness in the fact-finding hearing. However, the court may choose to hold a dispositional hearing.

One possible compromise in a proceeding to terminate parental rights is a suspended judgment for one year.¹⁹⁰ A suspended judgment means the actual judgment won't be given for a year so the court can monitor the situation during that time and see what to do. It is a type of probation that contains a number of conditions you must satisfy, like communication and visits with your child, enrollment in counseling

when he "continuously or repeatedly" fails for a period of either one year, or fifteen out of the most recent twenty-two months, "to maintain contact with or plan for the future of the child, although physically and financially able to do so . . ." N.Y. Soc. Serv. Law § 384-b(7)(a) (McKinney 2010 & Supp. 2012).

179. N.Y. Soc. Serv. Law § 384-b(4)(c) (McKinney 2010 & Supp. 2012).

180. N.Y. Soc. Serv. Law § 384-b(4)(e) (McKinney 2010 & Supp. 2012). See Part C(4)(a) of this Chapter for a definition of severe and repeated abuse. Under N.Y. Soc. Serv. Law § 384-b(8)(b)(ii)(A) (McKinney 2010 & Supp. 2012), repeated abuse that will lead to the termination of parental rights also includes a parent committing or "knowingly" allowing a felony sex offense to be committed against his child.

181. N.Y. Soc. Serv. Law § 384-b(3)(l)(i) (McKinney 2010 & Supp. 2012).

182. N.Y. Soc. Serv. Law § 384-b(3)(l)(i) (McKinney 2010 & Supp. 2012).

183. N.Y. Soc. Serv. Law § 384-b(8)(a)(iii)(A)–(B) (McKinney 2010 & Supp. 2012).

184. N.Y. Soc. Serv. Law § 384-b(8)(a)(iii)(C) (McKinney 2010 & Supp. 2012).

185. N.Y. Soc. Serv. Law § 384-b(8)(a)(iii)(D) (McKinney 2010 & Supp. 2012).

186. N.Y. Soc. Serv. Law § 384-b(3)(l)(i)(A) (McKinney 2010 & Supp. 2012).

187. N.Y. Soc. Serv. Law § 384-b(3)(l)(i)(B) (McKinney 2010 & Supp. 2012). Compelling reasons are defined in N.Y. Soc. Serv. Law § 384-b(3)(l)(ii) (McKinney 2010 & Supp. 2012).

188. N.Y. Soc. Serv. Law § 384-b(3)(l)(i)(C) (McKinney 2010 & Supp. 2012).

189. N.Y. Soc. Serv. Law § 384-b(3)(e) (McKinney 2010 & Supp. 2012); N.Y. Fam. Ct. Act § 623 (McKinney 2009).

190. N.Y. Fam. Ct. Act § 633 (McKinney 2009 & Supp. 2012); *see also* Comm'r v. Rufelle C., 156 Misc.2d 410, 416, 593 N.Y.S.2d 401, 405 (Fam. Ct. Kings Cnty. 1992) (granting respondent parent a rehearing to determine whether parent had fulfilled the conditions of the suspended judgment).

programs, and cooperation with the agency in planning for your child's future. If you do not comply with the conditions of the order, the court may withdraw the suspended order and terminate your parental rights.

1. DSS-Initiated Termination Proceedings

Most termination proceedings against incarcerated parents charge the parent with abandonment or permanent neglect. These terms are defined below.

(a) Abandonment

In a proceeding based on abandonment, DSS only has to prove that for a period of six months prior to the date on which the termination petition was filed, the parent failed to communicate and visit with the child¹⁹¹ "although able to do so and not prevented or discouraged from doing so by the agency."¹⁹² In order to prove abandonment, the agency does not have to show that it attempted to help the parent.¹⁹³ Thus, it is good to keep records of your attempts to communicate with the child and with the agency.

(b) Permanent Neglect

Under New York law, a parent permanently neglects his child when, although physically and financially able to do so, he fails to maintain contact with or plan for the future of the child for a period of either one year or fifteen out of the most recent twenty-two months while the child is in the care of an authorized agency.¹⁹⁴ During that period of time, the agency must make diligent efforts to strengthen the parental relationship.¹⁹⁵ The agency does not have to make diligent efforts where a court has previously decided that those efforts are not necessary.¹⁹⁶

In cases charging permanent neglect, the law and the courts require that the court must first look at the DSS actions in your case before they look at your behavior. DSS must prove that, where required, it or the foster care agency involved made diligent efforts (as discussed in Part C(4)(a)) to strengthen the relationship between you and your child and to reunite your family.¹⁹⁷ If you believe that the agency has not made diligent efforts, explain this to the judge. Your lawyer will need to show that diligent efforts have not been made. Perhaps you can show that the agency never brought your child to the prison for visits, even though you made repeated requests, or that you did not receive the help that you asked for on another problem. Use telephone logs and copies of bills to establish that you made these efforts. Ask your lawyer to subpoena people from the prison to testify on your behalf.

Once a court has found permanent neglect, it will hold a dispositional hearing to consider the best interests of the child. A child's best interests (legally speaking) involve his physical and emotional well-being, including a permanent home and a normal, stable family atmosphere.¹⁹⁸

191. N.Y. Soc. Serv. Law § 384-b(4)(b) (McKinney 2010 & Supp. 2012).

192. N.Y. Soc. Serv. Law § 384-b(5)(a) (McKinney 2010 & Supp. 2012).

193. N.Y. Soc. Serv. Law § 384-b(5)(b) (McKinney 2010 & Supp. 2012).

194. N.Y. Soc. Serv. Law § 384-b(7)(a) (McKinney 2010 & Supp. 2012).

195. N.Y. Soc. Serv. Law § 384-b(7)(a) (McKinney 2010 & Supp. 2012). *Compare In re Sheila G.*, 61 N.Y.2d 368, 380, 462 N.E.2d 1139, 1145, 474 N.Y.S.2d 421, 427 (N.Y. 1984) (finding that the foster care agency did not exercise diligent efforts in fostering the relationship between a biological father and his child) *with In re Demetrius F.*, 176 A.D.2d 940, 941, 575 N.Y.S.2d 552, 552 (2d Dep't 1991) (finding that it is unnecessary for the agency to show that it exercised diligent efforts to foster the relationship between a parent and child where the ground for termination of parental rights is mental illness).

196. N.Y. Soc. Serv. Law § 384-b(7)(a) (McKinney 2010 & Supp. 2012).

197. N.Y. Soc. Serv. Law § 384-b(7)(f) (McKinney 2010 & Supp. 2012)(defining diligent efforts).

198. *In re Michael B.*, 80 N.Y.2d 299, 311–12, 314–15, 604 N.E.2d 122, 129–31, 590 N.Y.S.2d 60, 67, 69 (N.Y. 1992) (concluding that the Appellate Division had used an incorrect test to decide what was in the child's best interests: the Appellate Division relied on the child's length of stay and bonding with foster parents instead of considering the fitness of the biological parent, the agency's plan for the child, and the child's emotional well-being); *In re Suzanne N.Y.*, 77 A.D.2d 433, 434, 433 N.Y.S.2d 580, 581–82 (1st Dep't 1980) (granting termination of parental rights where an eight-year-old child had lived with her foster parents since the age of four months and mother was a schizophrenic who required medication to remain minimally functional), *rev'd on other grounds*, 54 N.Y.2d 824, 427 N.E.2d 1187, 443 N.Y.S.2d 722 (N.Y. 1981).

2. Defending Yourself Against Termination of Parental Rights

It is very important that you be present at the termination hearing. The agency must serve you with notice (to let you know the time and location) of the hearing,¹⁹⁹ and you have a right to attend.²⁰⁰ At the hearing, DSS will challenge your capabilities as a parent, and you should be there to respond to any issues raised. If you are not at the hearing, you will not be able to defend yourself, and it might look like you are not interested in protecting your parental rights.

Although you have a right to attend the hearing, if you are in a facility outside of the state where the hearing will be held, the officials at your correctional facility probably will not bring you to the hearing. In one such case, a court held that a hearing could proceed without the presence of the incarcerated parent because the interests of the state and the child outweighed the parent's interest in being at the hearing.²⁰¹ In other words, the court found that it was less important to wait for the incarcerated parent than for the state and the child to have the hearing. Other ways to participate in the hearing include testifying by deposition (a deposition is a special legal document where you answer questions or make statements in another place and it is brought before the court in writing instead of you being there in person), aggressive representation by your attorney (get your lawyer to really argue strongly for you), and a telephone conference call during the hearing.

To find that you have not "abandoned" or "permanently neglected" your child, the court must find that you (a) made an effort to keep in contact with your child (which includes contact that you have with the agency); and (b) planned for your child's future during your incarceration. These two conditions were discussed above.

In New York, you have a right to a lawyer for the termination hearing.²⁰² The lawyer will help you argue your case for keeping your parental rights. You can either hire a lawyer yourself or ask the judge to assign one to you. Unfortunately, the family court is unlikely to appoint an attorney if you do not appear at the hearing. You may try to write to the court and respond to the allegations in the petition or ask to have an attorney appointed.

199. N.Y. Soc. Serv. Law § 384-b(3)(e) (McKinney 2010 & Supp. 2012).

200. New York courts have recognized the right to attend termination proceedings. See *In re Guardianship of D.*, 49 N.Y.2d 788, 791, 403 N.E.2d 451, 452, 426 N.Y.S.2d 729, 730 (1980) (ruling that the mother should have been present at the hearing during the testimony of the court-appointed psychiatrist since mother had not waived her right to be present). See also *In re Tyrell M.*, 283 A.D.2d 500, 501, 724 N.Y.S.2d 874, 875 (2d Dep't 2001) (finding that the family court erred in not allowing the mother to testify on her own behalf at the next court date prior to finding that she had neglected her children); *In re Cleveland W.*, 256 A.D.2d 1151, 1151–52, 684 N.Y.S.2d 121, 121 (4th Dep't 1998) (finding family court abused its discretion by proceeding with termination hearing even though respondent mother had called the court to inform them that she was too ill to attend, her attorney appeared and also told the court, and mother supplied a note from a doctor documenting her illness); *In re Kendra M.*, 175 A.D.2d 657, 658, 572 N.Y.S.2d 583, 585 (4th Dep't 1991) (finding that family court erred in conducting fact-finding hearing on a date when incarcerated parent could not attend and should have made arrangements to have parent brought from jail to be present at the hearing); *In re Guardianship of Victory*, 78 A.D. 2d 843, 844, 433 N.Y.S.2d 445, 446 (1st Dep't 1980), *aff'd*, 52 N.Y.2d 1071 (N.Y. 1981) (affirming the right of a father of a child born out of wedlock to participate and be heard at all stages of the proceeding regarding the child's foster care status). The only other states that have found such a right are Arizona, California, and Florida. Texas has held specifically that a prisoner has no right to be at the termination hearing. See Philip M. Genty, *Procedural Due Process Rights of Incarcerated Parents in Termination of Parental Rights Proceedings: A Fifty State Analysis*, 30 J. Fam. L. 757, 774–75 (1991/92).

201. See *In re A.O.*, 157 Misc. 2d 177, 179, 596 N.Y.S.2d 971, 973 (Fam. Ct. Bronx Cnty. 1993) (finding that hearing could proceed because incarcerated father's correctional facility in Connecticut refused to produce him and father refused alternate methods for out-of-court participation, such as telephone conference and written sworn testimony). See also *In re James Carton K., III*, 245 A.D.2d 374, 376–77, 665 N.Y.S.2d 426, 428–29 (2d Dep't 1997) (affirming termination of parental rights despite parent's absence because a parent's right to be present for fact-finding and dispositional hearings in termination cases must be balanced with the child's right to a prompt and permanent adjudication), *appeal denied*, 91 N.Y.2d 809, 693 N.E.2d 750, 670 N.Y.S.2d 403 (N.Y. 1998). All the states that have decided this issue have ruled that a prisoner incarcerated out of state does not have a right to be produced for the termination hearing. See Philip M. Genty, *Procedural Due Process Rights of Incarcerated Parents in Termination of Parental Rights Proceedings: A Fifty State Analysis*, 30 J. Fam. L. 757, 775–76 (1991/92).

202. N.Y. Fam. Ct. Act § 262(a)(iv) (McKinney 2008). See Part H of this Chapter for more information on your right to counsel.

(a) Maintaining Contact with Your Child

The best way to show that you have maintained contact with your child is to give the judge copies of all letters and proof of other communications that you have had with DSS, the caseworker, your child, the family court, the foster parent, and anyone else involved in your child's foster care. You should keep a file with photocopies or carbon copies of all of these documents to help with this task. If you cannot photocopy the letters, keep a written record of each letter and a brief summary of what you wrote in the letter. You should also keep a telephone log of all of the calls you make. If you get charged for and pay for phone calls that you make, make sure to get receipts to show the judge.

Incarceration is not an excuse for not staying in contact with your child. An incarcerated parent who does not make an effort to keep in touch with the child may be charged with permanent neglect or abandonment.²⁰³ A parent must personally make contact and cannot rely on a relative to make contact.²⁰⁴ Also, visitation and contact may not be enough if the court finds the quality of the visits or contacts poor or too infrequent.²⁰⁵

The court may decide not to terminate your parental rights if you can show a good reason for failing to communicate with your child and the agency. The standard generally requires that it was *impossible* for you to communicate.²⁰⁶ However, in one case, an abandonment proceeding failed where an incarcerated father adequately explained his failure to contact the child or agency for six months.²⁰⁷ The father argued that he was concerned that his child would be upset by visiting him in a prison setting, that the child was an infant and therefore could not have read letters or talked on the telephone, and that he was scared to contact the agency because he was incarcerated. Also, he had once attempted to contact the agency (although this attempt was not successful), had made plans for his child's future, and had asked his girlfriend to seek visitation with the child. The court concluded that the father's conduct did not demonstrate an intent to give up his rights and responsibilities.²⁰⁸

(b) Planning for Your Child

The second requirement you must satisfy to maintain your parental rights is planning for your child. Planning for your child is discussed above in Part C(4)(b)(ii). Your plan must be reasonable and achievable.²⁰⁹

203. See *In re Antia Siami D.*, 192 A.D.2d 389, 389, 596 N.Y.S.2d 64, 64 (1st Dep't 1993) (terminating incarcerated parent's rights because parent had failed to contact child for more than six months, even though the parent could have sent a letter or communicated through another person); *In re Ravon Paul H.*, 161 A.D.2d 257, 257, 555 N.Y.S.2d 49, 49 (1st Dep't 1990) (finding termination of parental rights to be in the best interests of the child where incarcerated parent did not write, send gifts, telephone, or otherwise try to keep a relationship with the child or the agency; stating that "sporadic and minimal attempts to maintain a parental relationship are insufficient to prevent a finding of abandonment"); see also *In re Shannon Q.*, 262 A.D.2d 679, 680, 690 N.Y.S.2d 788, 789 (3d Dep't 1999) (stating that "incarceration alone does not excuse respondent's failure to contact his child" where parent did not try to contact Social Services to find the location of his daughter).

204. See *In re Thomas G., Jr.*, 165 A.D.2d 729, 729, 564 N.Y.S.2d 32, 33 (1st Dep't 1990) (holding that communication between paternal grandmother and agency did not satisfy the incarcerated father's obligation to make contact with his child); see also *In re Christopher MM.*, 210 A.D.2d 767, 767, 620 N.Y.S.2d 853, 854 (3d Dep't 1994) (finding father's contacts "minimal and insubstantial" for purposes of abandonment proceeding when the only attempts to contact the child were three phone calls placed to child's grandparents), *appeal denied*, 85 N.Y.2d 807, 651 N.E.2d 918, 628 N.Y.S.2d 50 (N.Y. 1995).

205. See *In re Cecelia A.*, 199 A.D.2d 582, 583, 604 N.Y.S.2d 327, 329 (3d Dep't 1993) (finding "sporadic and unsubstantial contacts" insufficient to defeat an abandonment petition supported by "clear and convincing evidence"); *In re Tasha Monica B.*, 156 A.D.2d 247, 247, 548 N.Y.S.2d 508, 509 (1st Dep't 1989) (finding visitation alone insufficient to show parent was fulfilling obligations where the quality of visitation was poor).

206. See *In re Trudell J.W.*, 119 A.D.2d 828, 829, 501 N.Y.S.2d 453, 453 (2d Dep't 1986) (finding termination of parental rights appropriate where the mother did not produce evidence that her failure to contact the child or agency was a result of circumstances that made it impossible for her to do so).

207. See *In re Baby Girl I.*, 210 A.D.2d 601, 619 N.Y.S.2d 832 (3d Dep't 1994).

208. See *In re Baby Girl I.*, 210 A.D.2d 601, 602–03, 619 N.Y.S.2d 832, 833 (3d Dep't 1994).

209. See *In re Leon RR.*, 48 N.Y.2d 117, 125–26, 397 N.E.2d 374, 379, 421 N.Y.S.2d 863, 868–69 (1979) (finding parents' plans for child's future adequate where they solved personal problems that had led to the child's initial removal, found employment, found suitable housing, and sought psychological counseling).

To show that you are planning for your child's future, you can participate in whatever programs your facility offers for parents, such as parenting courses and drug and alcohol abuse counseling. It is very important that you have evidence of participating in those programs, so you should try to get a certificate that shows that you participated in or completed the program. Otherwise, you can ask your lawyer to *subpoena* a supervisor or counselor who can testify at the hearing about your progress and participation in a program.

3. Termination Proceedings Against Prisoners with Long-Term Sentences

Prisoners with long-term sentences are at a greater disadvantage when it comes to keeping their parental rights. A plan for long-term foster care, even with adequate visitations and contacts, is not enough to fulfill the obligation of planning for an alternative living arrangement for your child.²¹⁰ ASFA's time limits make the protection of parental rights especially difficult in this situation.

New York's highest court has held that parents who will be in prison for ten to twenty years or twenty-five years to life, and who have no plan for their children other than to have the children remain in long-term foster care, should lose their parental rights.²¹¹ The court found that the legislature did not mean "to approve a plan of indefinite foster care for the child of an incarcerated parent who is serving a lengthy prison term and who cannot provide the child with an alternative living arrangement."²¹² In other words, foster care cannot be used to preserve your parental rights if it is clear that you will never be able to care for your children, and you have not on your own arranged for another person to care for them while you are in prison. The court noted that even though there is a legislative concern for the rights of incarcerated parents, the law states that a child deserves a "normal family life in a *permanent* home" with a nurturing family relationship.²¹³

Another case terminating the parental rights of a long-term prisoner involved a father who would be eligible for parole in seven years. The court reached a similar conclusion, holding long-term foster care was not an appropriate plan.²¹⁴ Likewise, a father's intention for his child to remain in foster care for six years or more while he was incarcerated was found to be inappropriate without further plans or efforts to stay in his child's life. The father's parental rights in that case were terminated for permanent neglect.²¹⁵

A plan for long-term foster care is not adequate for a parent to keep his parental rights even when that parent has maintained contact and a close relationship with the child. If you are serving a long sentence and your child is in foster care, it is very important that you attempt to remove your child from foster care by privately placing him with a relative or another person. If relatives are found who will care for the child, termination of your parental rights might not be ordered.²¹⁶ Otherwise, you risk losing your parental rights.

4. Practical Tips for Preventing Termination of Parental Rights

- (1) *Know the Legal Status of Your Child in Placement.* Is he in foster care or private custody? If he is in foster care, what type is it? Was your child voluntarily or involuntarily placed? Gather all documents relating to your child's placement in one place, and keep safe and precise records.

210. See *In re Gregory B.*, 74 N.Y.2d 77, 90, 542 N.E.2d 1052, 1058, 544 N.Y.S.2d 535, 541 (1989) (finding that leaving a child to foster care until he is no longer a child is not an acceptable plan).

211. See *In re Gregory B.*, 74 N.Y.2d 77, 90, 542 N.E.2d 1052, 1058, 544 N.Y.S.2d 535, 541 (1989) (finding that leaving a child to foster care until he is no longer a child is not an acceptable plan).

212. *In re Gregory B.*, 74 N.Y.2d 77, 89, 542 N.E.2d 1052, 1058, 544 N.Y.S.2d 535, 541 (N.Y. 1989) (finding that leaving a child to foster care until he is no longer a child is not an acceptable plan).

213. *In re Gregory B.*, 74 N.Y.2d 77, 89, 542 N.E.2d 1052, 1058, 544 N.Y.S.2d 535, 541 (N.Y. 1989) (quoting *In re Joyce T.*, 65 N.Y.2d 39, 47, 478 N.E.2d 1306, 1311–12, 489 N.Y.S.2d 705, 711 (N.Y. 1985) (emphasis added)); see also N.Y. Soc. Serv. Law § 384-b(1)(a) (McKinney 2010) (describing legislative intent behind guardianship and custody statutes).

214. See *Jewish Child Care Ass'n v. Fernando G.*, 198 A.D.2d 149, 149, 603 N.Y.S.2d 860, 861 (1st Dep't 1993) (finding termination of parental rights appropriate where incarcerated parent's only plan for his child was to have the child remain in foster care until his release, especially since there were relatives who appeared to be "ready, willing, and able" to care for the child during his incarceration), *appeal denied*, 83 N.Y.2d 753, 634 N.E.2d 603, 612 N.Y.S.2d 107 (1994).

215. See *In re Latasha C.*, 196 A.D.2d 756, 756, 602 N.Y.S.2d 11, 12 (1st Dep't 1993).

216. See *Jewish Child Care Ass'n v. Fernando G.*, 198 A.D.2d 149, 149, 603 N.Y.S.2d 860, 861 (1st Dep't 1993). See also *In re Gregory B.*, 74 N.Y.2d 77, 88, 542 N.E.2d 1052, 1057, 544 N.Y.S.2d 535, 540 (N.Y. 1989).

- (2) *Maintain Contact with Your Child.* Write letters and cards. If possible, telephone your child. Try to arrange for visitation as often as possible. Keep copies of everything you send and a log of your phone calls.
- (3) *Maintain Contact with Your Caseworker or Your Child's Guardian.* Write or telephone him often. Ask about your child's progress in school, interests, health, problems, etc. Also ask to establish a regular schedule for visitation. Again keep accurate records of your contact with caseworkers and guardians.
- (4) *If Your Child Is in Foster Care, Maintain Contact with the Social Services Agency.* At least once every six months, notify the agency of your current address in writing. Cooperate with the foster care agency if it help you plan for your child's future by asking you to attend classes or complete programs at your facility or if the agency attempts to arrange visits.
- (5) *Attend Court Hearings.* Make sure that the judge knows you are involved and are concerned about your child. If you learn that a court hearing has been scheduled, send a letter to the family court clerk asking that you be produced in court and asking to have legal representation assigned to you. Once your lawyer is assigned, make sure you know his name, address, and telephone number.
- (6) *Most Importantly, Keep Records.* Make a record of every phone call you make to your child, your caseworker, a court, or foster care agency. If possible, make copies of every letter you send. This is very important and might mean the difference between keeping and losing your child after you are released.

E. Voluntary Adoption

You might decide that the best choice for your child is adoption. To do this, you must “surrender” your child, which generally means that you give up all your parental rights to your child. Generally, you give up the right to visit your child, call your child, and even learn how your child is doing.²¹⁷ However, it may be possible to negotiate some conditions to the surrender of your child, such as naming the person who adopts your child or preserving your right to see your child after adoption.²¹⁸ This option is called a “conditional surrender.” If you negotiate these conditions and the person who adopts your child prevents you from seeing him, you may petition a court for visitation. The court would then conduct a hearing to determine if visitation is in the best interests of the child.²¹⁹

Whether you choose a total or conditional surrender, you are making a serious decision and you should get all the advice and help that you think you need. You have the right to talk with a lawyer before you sign a “Surrender Instrument,” which is the form you sign to give up your child. If your child is in foster care, you have the right to supportive counseling before you sign the surrender instrument.²²⁰ Make sure you have read and you fully understand any and all documents that you are asked to sign. If you do not understand something in a document, ask your lawyer to explain it. Do not sign anything until you are sure that you understand what the consequences of signing will be and you are sure that this is what you want to do and what you think is best for your child.

The adoption process is different depending on whether your child is in foster care or has been placed privately with friends or relatives.

1. If Your Child Is in Private Placement

If your child is living with a friend or relative through a private arrangement, you can surrender your child either by giving him to a foster care agency or adoption agency or by making a private adoption agreement.²²¹ You make the surrender by signing the form in or out of court.

217. N.Y. Soc. Serv. Law § 383-c(3)(b) (McKinney 2003). However, a surrender of a child in foster care may include a provision for visitation with the child after adoption.

218. N.Y. Soc. Serv. Law § 383-c(2)(b) (McKinney 2003).

219. See *In re Sabrina H.*, 245 A.D.2d 1134, 1135, 666 N.Y.S.2d 531, 531 (4th Dep't 1997) (finding that a biological mother can petition the court for enforcement of conditions in the surrender agreement). However, an adoptive parent's refusal to let a biological parent see the child would not allow the biological parent to automatically revoke the surrender.

220. N.Y. Soc. Serv. Law §§ 383-c(3)(b), (5)(b)(i) (McKinney 2003).

221. N.Y. Dom. Rel. Law §§ 115–16 (McKinney 1999 & Supp. 2010). A private adoption involves a contract

After you have surrendered your child to the agency, you have thirty days to change your mind.²²² If you change your mind after thirty days, you may regain your parental rights only if your child has not yet been placed in an adoptive home.²²³ If you change your mind about the surrender and your child is already in an adoptive home, the judge will decide who has legal custody based solely on the “best interests of the child.”²²⁴

2. If Your Child Is in Foster Care

If your child is in foster care, contact your child's caseworker and explain that you are interested in giving up your child for adoption. When the child is already in foster care, the surrender can take place in one of two ways. The first is to “execute and acknowledge” the surrender instrument in court before a judge.²²⁵ If the surrender takes place in court, your parental rights are irrevocably terminated.²²⁶ This means you cannot change your mind and regain parental rights to your child. The second type of surrender takes place outside of court and is called an “extra-judicial surrender.” If you sign the surrender instrument outside of court, you have forty-five days after signing the surrender to change your mind.²²⁷

As with foster parents, ASFA requires that the agency check the criminal records of prospective adoptive parents. The requirements for approval or denial of an adoptive parent are the same as for a foster parent.²²⁸

F. Incarcerated Fathers with Children in Foster Care

Incarcerated fathers with children in foster care face unique challenges. As a father, your biological link to your child is not enough to protect your rights as a parent.²²⁹ You must take affirmative actions to protect your rights, such as maintaining contact with your child while he is in foster care. Without these actions, you risk losing your child to adoption without the court seeking your consent or even notifying you of its actions.

1. Establishing Paternity—Becoming a “Legal Father”

In order to exercise the parental rights described in this Chapter, you must establish paternity by proving to a court that you are the legal father of your child. Apart from giving you rights, establishing paternity also gives you responsibilities. One of the major responsibilities that goes along with a court finding that you are a child's father is a possible obligation to pay child support.²³⁰

Establishing paternity is only necessary if your child was born out of wedlock. If you were or are married to the mother of your child, you are automatically considered to be the father of all children conceived or born to the mother during the marriage, and you do not have to establish paternity. However, if you are unmarried, you are not the child's legal father even if you lived with the mother of your children for a number of years. Additionally, having your name on your child's birth certificate does not automatically make you the child's legal father.²³¹ Therefore, if you were not married to the mother of your child when your

between the birth parents and adoptive parents without agency involvement.

222. N.Y. Soc. Serv. Law § 384(5) (McKinney 2003).

223. N.Y. Soc. Serv. Law § 384(5) (McKinney 2003).

224. N.Y. Soc. Serv. Law § 384(6) (McKinney 2003).

225. N.Y. Soc. Serv. Law § 383-c(3)(a) (McKinney 2003).

226. N.Y. Soc. Serv. Law § 383-c(3)(b) (McKinney 2003).

227. N.Y. Soc. Serv. Law § 383-c(5)(d)(ii) (McKinney 2003).

228. See N.Y. Soc. Serv. Law § 378-a(2)(a) (McKinney 2003); see also Part C(1)(d) of this Chapter.

229. *In re Robert O.*, 80 N.Y.2d 254, 265, 604 N.E.2d 99, 104, 590 N.Y.S.2d 37, 42 (1992) (holding that the biological link of the father is insufficient to create a constitutionally protected interest and that the unwed biological father must demonstrate some action for him to enjoy protection of his parental rights); see also *Caban v. Mohammad*, 441 U.S. 380, 392, 99 S. Ct. 1760, 1768, 60 L. Ed. 2d 297, 307 (1979) (finding that where the father has not taken action to “participate in the rearing of his child, nothing in the Equal Protection Clause precludes the State from withholding from him the privilege of vetoing the adoption of that child”).

230. N.Y. Fam. Ct. Act § 413 (McKinney 2010). Please note that the Family Court Act is contained in the Judiciary Court Acts volume of McKinney's.

231. See *In re Strong's Estate*, 168 Misc. 716, 723, 6 N.Y.S.2d 300, 306 (Sur. Ct. N.Y. County 1938) (“The fact of birth may be established by a birth certificate, although such certificate is not admissible to establish parentage.”), *aff'd*, 256 A.D. 971, 11 N.Y.S. 2d 225 (1st Dep't 1939); see also *Stanford v. Union Labor Life Ins. Co.*, 74 Misc. 2d 781, 786, 345 N.Y.S.2d 928, 934 (Sup. Ct. Monroe County 1973) (“It is the rule in New York that a birth . . . certificate is admissible as a public document only to show the fact of birth . . . and not as evidence of the additional facts recited therein pursuant

child was conceived or born, you will have to prove your paternity. Fathers who married their child's mother after the child was born must also prove paternity.

To prove your paternity, you should file a petition for an order of "filiation"²³² (another word for paternity) in family court in the county where either the child or the child's mother lives.

Your paternity petition:

- (1) Must be in writing. You must write or type the petition;
- (2) Must state that you ("petitioner") are the father of the child. You must say you are the father of the child and why. This is done by alleging that you had sexual intercourse with the child's mother during a time about nine months prior to the child's birth;
- (3) Must be verified. You must have a notarized statement saying that the reasons you give in the petition and the claims you make about paternity are true; and
- (4) Must be served on the respondent. This means you must have someone over the age of eighteen deliver a copy of the petition to your child's mother. This will inform the mother of the paternity proceedings in family court so that she can be present during the proceedings.²³³

If on the court date the mother agrees that you are the child's father, the judge may find that paternity has been proven. If the mother disputes that you are the father, the judge may order DNA testing to prove paternity, which you may be required to pay for. Once your paternity is established, you have the right to request visits with your child and to be involved in planning for your child's future (permanency planning) while he is in foster care. If paternity is not proven, you do not have a legal right to visits or to a say in permanency planning.

Even if paternity is proven, you may not necessarily have the right to stop your child's adoption proceedings. The following Section outlines the steps you can take to become a "consent" father (one who has the right to consent to adoption). It also explains the requirements for being considered a "notice" father (one who has a right to be notified of termination of parental rights and subsequent adoption).

2. Types of Fathers

As explained in Part D, while your child is in foster care, proceedings may begin to convince the court that terminating parental rights and placing your child for adoption is the best option for your child. Your permission, or consent, may or may not be required for these proceedings to go forward. Your right to consent to adoption or even to be notified about the adoption depends on how the law classifies you as a father.

(a) Married Fathers

Married fathers have all the rights and obligations that a biological mother would have.²³⁴ If you are a married father, your consent will be needed before any adoption takes place, and you have the right to be present at all hearings, as well as to initiate hearings, as described generally in Part D of this Chapter.

(b) Consent Fathers

to law.”).

232. N.Y. Fam. Ct. Act § 542 (McKinney 2009). Please note that the Family Court Act is contained in the Judiciary Court Acts volume of McKinney's.

233. This step may be both difficult and expensive, but it is required. If you do not do this, the court will dismiss your petition and you will have to start all over again. However, if reasonable and numerous attempts are made to serve the mother and these are documented with affidavits of attempted service, the court can authorize "service by alternative means," which can include sending a letter to her last known address, putting an advertisement in a local paper, or posting a legal notice in the local post office. *See* New York City, Administration for Children's Services, *Out of Sight, Not out of Mind: Important Information for Incarcerated Parents Whose Children Are in Foster Care* (February 5, 2005). You can obtain a copy of this pamphlet by writing to the Administration for Children's Services, 150 William Street, 18th Floor, New York, New York 10038, or by calling ACS at (212) 341-0900.

234. *See* N.Y. Fam. Ct. Act § 417 (McKinney 2008) ("A child born of parents who at any time prior or subsequent to the birth of said child shall have entered into a ceremonial marriage shall be deemed the legitimate child of both parents for all purposes of this article regardless of the validity of such marriage."); N.Y. Dom. Rel. Law § 111(1)(b) (McKinney 2008) ("[C]onsent to adoption shall be required . . . of the parents or surviving parent, whether adult or infant, of a child conceived or born in wedlock."). Please note that the Family Court Act is contained in the Judiciary Court Acts volume of McKinney's.

If your child was born out of wedlock, you will retain your right to withhold consent for your child's adoption only if you fulfill the obligations of a "consent father." As a consent father, you will have the right to be present at all proceedings concerning your child, and, unless your parental rights have been terminated, you must give consent for your child to be adopted.²³⁵ To be considered a consent father, you must maintain "substantial and continuous" contact with your child.²³⁶ Substantial and continuous contact is demonstrated by paying a reasonable sum to support the child, based on your means.²³⁷ Additionally, you must demonstrate that you have either:

- (1) Visited the child at least monthly when physically and financially able to do so, unless you were prevented from visiting by the person or agency with custody of your child; or²³⁸
- (2) Had regular communication with your child (or the person or agency with custody) when you are unable to visit.²³⁹

Even if you are a consent father, if the court rules that you have abandoned your child (see Part D(1)(a) of this Chapter), the court will say that you have lost your right to consent to the adoption and will not require your consent for the adoption to proceed.²⁴⁰

(c) Notice Fathers

Being a "notice father" means that the court must inform you if proceedings to terminate parental rights of your child and/or free him for adoption are initiated. As a notice father, your consent will not be required before your child is adopted, but you will be able to present evidence to the court about what you believe is in the best interest of your child. If you do not satisfy the requirements to be considered a consent father, but you meet one of the following requirements, you may be considered a notice father:

- (1) If you have been "adjudicated" by a court to be the father of your child;²⁴¹
- (2) If you have timely filed an unrevoked notice to claim paternity of your child;²⁴²
- (3) If you are on the child's birth certificate;²⁴³
- (4) If you were openly living with your child and his mother when the proceedings started, and you held yourself out to the world as his father;²⁴⁴
- (5) If the mother has identified you as a father in a written sworn statement;²⁴⁵
- (6) If you were married to the child's mother within six months after the birth;²⁴⁶ or
- (7) If you have filed an Acknowledgement of Paternity (a sworn statement on a prescribed form) with the Putative Father Registry.²⁴⁷

Note that these categories include persons who are listed on the child's birth certificate and persons who have been found to be "legal fathers" by the court. Therefore, even if you are the legal father or the father on the birth certificate, your consent may not be required before your child is adopted, unless you meet the

235. Note that until your child is six months old, if you are not married to the mother of your child, she can place the child for adoption without your consent. If this happens, you can attempt to block the adoption only by seeking full custody of the child. *In re Raquel Marie X*, 76 N.Y.2d 387, 408, 559 N.E.2d 418, 428, 559 N.Y.S.2d 855, 865 (N.Y. 1990).

236. N.Y. Dom. Rel. Law § 111(1)(d) (McKinney 2008).

237. N.Y. Dom. Rel. Law § 111(1)(d)(i) (McKinney 2008).

238. N.Y. Dom. Rel. Law § 111(1)(d)(ii) (McKinney 2010).

239. N.Y. Dom. Rel. Law § 111(d) (McKinney 2008).

240. N.Y. Dom. Rel. Law § 111(2)(a) (McKinney 2008) (failing to visit or communicate with your child for over six months is considered an abandonment of your parental rights); see *In re Eugene MM*, 132 A.D.2d 780, 781, 517 N.Y.S.2d 326, 328 (3d Dep't 1987) (holding that father who had minimal contact with mother and child, had failed to pay any child support, and had never requested visitation while incarcerated, failed to meet the threshold criteria needed to require his consent to the adoption); *In re Joshua II*, 296 A.D.2d 646, 647-48, 745 N.Y.S.2d 112, 113 (3d Dep't 2002) (holding that incarcerated father's consent to adoption was not required because father abandoned child).

241. N.Y. Dom. Rel. Law § 111-a(2)(a) (McKinney 2008).

242. N.Y. Dom. Rel. Law § 111-a(2)(c) (McKinney 2008).

243. N.Y. Dom. Rel. Law § 111-a (2)(d) (McKinney 2008).

244. N.Y. Dom. Rel. Law § 111-a(2)(e) (McKinney 2008).

245. N.Y. Dom. Rel. Law § 111-a(2)(f) (McKinney 2008).

246. N.Y. Dom. Rel. Law § 111-a(2)(g) (McKinney 2008). Note that marriage within six months of the child's birth makes you a notice father, but not necessarily a consent father. You can become a consent father by maintaining substantial and continuous contact with your child.

247. N.Y. Dom. Rel. Law § 111-a(2)(h) (McKinney 2008).

additional requirements listed above for consent fathers. Your status as a notice father or consent father is not permanent. You can move from the notice category to the consent category by maintaining substantial and continuous contact with your child. Likewise, if you stop maintaining contact with your child, the court will consider you a notice father, even if at one point you may have qualified as a consent father.

If you have had minimal or no contact with your child and you do not fall under any of the above categories (married, notice, consent, or legal father), you have no rights or duties with regard to your child. The court need not notify you or ask for your consent before placing your child for adoption.

G. Getting to Court

Parents have a right to attend all court proceedings involving the foster care and adoption of their child. For parents who are prisoners, you will have to arrange to be brought to court. You should request permission to attend such proceedings from your correctional facility as far in advance of the court date as possible. You should also contact your caseworker and tell him you wish to attend. You have to write to the judge well in advance of the hearing date and explain why your presence at the hearing is essential and request that the judge order the Department of Correctional Services to produce you in court. See Appendix A of this Chapter for a sample letter asking the judge to order you to be produced for the hearing.

H. The Right to Counsel

Even though the U.S. Supreme Court has held that there is no constitutional guarantee of a right to a lawyer in proceedings for termination of parental rights or foster care, New York state law guarantees this right.²⁴⁸ In most other states, the right to a lawyer in such proceedings has been granted either by the state constitution or by state law. Usually, if you cannot afford to hire your own attorney, the court will appoint what in New York is called an “18-b attorney” when you get to court.²⁴⁹ You also can try to contact a legal services organization for help, but attorneys at these organizations are generally unavailable for these kinds of cases. See Appendix B of this Chapter, as well as Appendix IV of the *JLM*, for a list of legal service organizations.

I. Conclusion

If you are incarcerated and have a child, it is important for you to know the options you have in order to maintain your relationship with your child. First, you should decide whether you want your child in private placement (with a family or friend) or in foster care. Different benefits attach to different situations, so it is important to weigh all of your options. To have the best opportunity possible to retain custody of your child when you are outside of prison, you should maintain contact with your child and with your caseworker. You should also keep records of all of the contact you have with both your child and caseworker in case you need to prove your efforts. You should also maintain contact with the custodian of the child and keep records of all contact.

248. N.Y. Fam. Ct. Act § 262 (McKinney 2008). Please note that the Family Court Act is contained in the Judiciary Court Acts volume of McKinney’s.

249. “18-b” refers to a free attorney assigned by the court under Article 18-b of the County Law. N.Y. County Law § 722 (McKinney 2004).

APPENDIX A

REQUEST FOR AN ORDER TO PRODUCE

Date: _____, 20__

ATTENTION: Court Clerk
Family Court
State of New York
County of [Name of County]
[Street Address]
[City or Town], New York, [Zip Code]

RE: [Child's Name], [Child's Birth Date]

Dear Sir or Madam:

I respectfully request to be present for the hearing that is to be held on the [##] day of [month], 20[##], for my child/children, [Name of Children]. I am presently incarcerated at [name of facility], located at the below address. Please submit an "Order to Produce" upon this institution, so that I may be available for this pending hearing.

I am also requesting that the court assign an attorney to represent me in the above proceeding and that all court proceedings be adjourned until I am able to be physically present.

[If applicable: I have not been informed of the date that my child/children will be appearing before your court. Would you kindly notify me of the date and enter this into the record as a Notice of Appearance and request to be produced?]

NOTIFY: [Warden's Name]
[Your Name and Address]

Sworn to me on the [##] day of [month] of 20[##].

Name of Parent (Print): _____

NYSID #: _____

Signature of Parent: _____

Notary Public Signature: _____

APPENDIX B

SERVICES FOR INCARCERATED PARENTS

Below is a list of organizations that might be able to assist you in exercising and protecting your rights as an incarcerated parent. The *JLM* makes no endorsement or recommendation of any of the following organizations or religions and does not guarantee that they will be able to help you.

Edwin Gould Services for Children and Families

Incarcerated Mothers Program
1968 2nd Avenue, 2nd Floor
New York, NY 10029
Phone: (646) 315-7600
www.egscf.org/services/preventive/incarcerated-mothers/
Area Served: New York City
The purpose of this organization is to prevent placement of children in foster care. This organization provides counseling for mothers incarcerated in New York City or New York State, makes monthly visits to your children, and encourages visits between mothers and children. To be eligible for these services, your child or children must be under 18 years old and must not already be in foster care.

Women in Prison Project

Correctional Association of New York
2090 Adam Clayton Powell Blvd., Suite 200
New York, NY 10027
Phone: (212) 254-5700
www.correctionalassociation.org/pp/about-women-in-prison-project
Area Served: New York State

Legal Action Center

225 Varick Street, Fourth Floor
New York, NY 10014
Phone: (212) 243-1313
Toll-free: (800) 223-4044
www.lac.org
Area Served: New York State
Provides legal information for people with criminal records.

Administration for Children's Services ("ACS")

Office of Advocacy
Parents' and Children's Rights Ombudsman
150 William Street, First Floor
New York, NY 10038
Collect Call Number for Incarcerated Parents:
(212) 619-1309
Phone: (212) 676-9421

You can contact this branch of ACS if your child is in foster care in New York City and your child's foster care agency is refusing to bring your child to visit you in prison.

The Osborne Association, "Family Resource Center" and "Family Works"

175 Remsen Street, Eighth Floor
Brooklyn, NY 11201
Toll-Free Hotline: (800) 344-3314
Phone: (718) 637-6560
www.osborneny.org
Area Served: New York State
The Family Resource Center runs a toll free hotline and a support group. Family Works manages a parent education program for incarcerated fathers and a children's center in the visiting areas at Sing Sing, Woodbourne, and Shawangunk Correctional Facilities.

Hour Children

13-07 37th Avenue
Long Island City, NY 11101
Phone: (718) 433-4724
www.hourchildren.org
Area Served: New York State
Provides five community residential programs for female ex-offenders and their children. Provides parent education, enhanced visiting, and transportation assistance for women incarcerated in two New York State prisons.

Women's Prison Association

110 Second Avenue
New York, NY 10003
Phone: (646) 292-7740
www.wpaonline.org
Area served: New York City
Provides comprehensive services to incarcerated and formerly incarcerated women. Services include parent education, self-help support group, information, referrals, case management, mentoring, group activities, gifts for children, nursery family reunification support, family therapy, community residential services, and legal services and information.

GENERAL LEGAL SERVICES FOR INCARCERATED PARENTS

The following organizations provide free legal services. Contact them if you need to take some action for your child and you cannot afford a lawyer. The *JLM* makes no endorsement or recommendation of any of the following organizations or religions and does not guarantee that they will be able to help you. For a more extensive list of legal services organizations throughout New York State, turn to Appendix IV of the *JLM*.

Legal Services for New York City

40 Worth Street, Suite 606

Phone: (646) 442-3600

Prisoners' Legal Services of NY (PLSNY)

Please note that the PLSNY does not accept phone calls from prisoners or their families.

Ithaca Office

102 Prospect Street Ithaca, NY 14850

Prisons Served: Auburn, Butler, Camp

Georgetown, Monterey Shock, Camp Pharsalia,

Cape Vincent, Cayuga, Elmira, Five Points,

Southport, Watertown, Willard.

Albany Office

41 State Street, Suite M112

Albany, NY, 12207

Phone: (518) 438-8046

Prisons Served: Arthurkill, Bayview, Beacon,

Bedford Hills, Mt. McGregor, Summit Shock,

CNYPC, Coxsackie, Downstate, Eastern,

Edgecombe, Fishkill, Fulton, Great Meadow,

Greene, Greenhaven, Hale Creek, Hudson,

Lincoln, Marcy, Midstate, Mid-Orange, Mohawk,

Oneida, Otisville, Queensboro, Shawangunk, Sing

Sing, Sullivan, Taconic, Ulster, Wallkill, Walsh,

Washington, Woodbourne.

Buffalo Office

237 Main Street, Suite 1535

Buffalo, NY 14203

Phone: (716) 854-1007

Prisons Served: Albion, Attica, Buffalo, Collins,

Gowanda, Groveland, Lakeview, Livingston,

Orleans, Rochester, Wende, Wyoming.

Plattsburgh Office

121 Bridge Street, Suite 202

Plattsburgh, NY 12901

Phone: (518) 561-3088

Prisons served: Adirondack, Altona, Bare Hill,

Camp Gabriels, Chateaugay, Clinton, Franklin,

Gouverneur, Lyon Mountain, Moriah Shock,

Ogdensburg, Riverview, Upstate.

REGIONAL OCFS OFFICES

WEBSITE: [HTTP://WWW.OCFS.STATE.NY.US/MAIN/REGIONALOFFICES_MAIN.ASP](http://www.ocfs.state.ny.us/main/regionaloffices_main.asp)

ALBANY REGIONAL OFFICE

52 Washington Street, 115 South Building
Rensselaer, NY 12144-2796
Phone: (518) 486-7078
Counties served: Albany, Clinton, Columbia,
Delaware, Essex, Franklin, Fulton, Greene,
Hamilton, Montgomery, Otsego, Rensselaer,
Saratoga, Schenectady, Schoharie, Warren,
Washington

BUFFALO REGIONAL OFFICE

Ellicott Square Building
295 Main Street, Room 545
Buffalo, NY 14203
Phone: (716) 847-3828
Counties served: Allegany, Cattaraugus,
Chautauqua, Erie, Genesee, Niagara, Orleans,
Wyoming

LONG ISLAND REGIONAL OFFICE

Courthouse Corporate Center
320 Carelton Avenue, Suite 4000
Central Islip, NY 11722
Phone: (631) 342-7100
Counties served: Nassau, Suffolk

NEW YORK CITY REGIONAL OFFICE

80 Maiden Lane, 24th Floor
New York, NY 10038
Phone: (212) 383-1788
Counties served: 5 Boroughs of New York City –
Manhattan, Brooklyn, Bronx, Staten Island,
Queens

ROCHESTER REGIONAL OFFICE

259 Monroe Avenue, Room 307
Rochester, NY 14607
Phone: (585) 238-8531
Counties served: Chemung, Livingston, Monroe,
Ontario, Schuyler, Seneca, Steuben, Wayne, Yates

SPRING VALLEY REGIONAL OFFICE

11 Perlman Drive, Pascaek Plaza
Spring Valley, NY 10977
Phone: (845) 708-2498
Counties served: Dutchess, Orange, Putnam,
Rockland, Sullivan, Ulster, Westchester

SYRACUSE REGIONAL OFFICE

The Atrium
100 S. Salina Street, Suite 350
Syracuse, NY 13202
Phone: (315) 423-1202
Counties served: Broome, Cayuga, Chenango,
Cortland, Herkimer, Jefferson, Lewis, Madison,
Oneida, Onondaga, Oswego, St. Lawrence, Tioga,
Tompkins

CONTACT INFORMATION FOR COUNTY DEPARTMENTS OF SOCIAL SERVICES

Website: [HTTP://WWW.OCFS.STATE.NY.US/MAIN/LOCALDSS.ASP](http://www.ocfs.state.ny.us/main/localdss.asp)

Albany County DSS
162 Washington Avenue
Albany, NY 12210
Phone: (518) 447-7300

**Albany County Department for Children,
Youth & Families**
112 State Street, Room 300
Albany, NY 12207
Phone: (518) 447-7324

Allegany County DSS
County Office Building
7 Court Street
Belmont, NY 14813-1077
Phone: (585) 268-9622

Broome County DSS
Thomas P. Hoke Human Services Center
36-42 Main Street
Binghamton, NY 13905-3199
Phone: (607) 778-8850

Cattaraugus County DSS
One Leo Moss Drive, Suite 6010
Olean, NY 14760-1158
Phone: (716) 373-8065

Cayuga County DSS
County Office Building
160 Genesee Street, 2nd Floor
Auburn, NY 13021-3433
Phone: (315) 253-1204

Chautauqua County DSS
Hall R. Clothier Building
7 North Erie Street
Mayville, NY 14757
Phone: (716) 753-4421

Chemung County DSS
Human Resource Center
425 Pennsylvania Avenue
P.O. Box 588
Elmira, NY 14902
Phone: (607) 737-5309

Chenango County DSS
5 Court Street, P.O. Box 590
Norwich, NY 13815
Phone: (607) 337-1500
Toll Free: (877) 337-1501

Clinton County DSS
13 Durkee Street
Plattsburgh, NY 12901-2911
Phone: (518) 565-3222

Columbia County DSS
25 Railroad Avenue
P.O. Box 458
Hudson, NY 12534
Phone: (518) 828-9411

Cortland County DSS
County Office Building
60 Central Avenue
Cortland, NY 13045-5590
Phone: (607) 753-5248

Delaware County DSS
111 Main Street, P.O. Box 469
Delhi, NY 13753
Phone: (607) 832-5300

Dutchess County DSS
60 Market Street
Poughkeepsie, NY 12601-3299
Phone: (845) 486-3000

Erie County DSS
Services for Children, Families, and Adults
Rath County Office Building
95 Franklin Street, 8th Floor
Buffalo, NY 14202-3959
Phone: (716) 858-8000

Essex County DSS
7551 Court Street
P.O. Box 217
Elizabethtown, NY 12932
Phone: (518) 873-3441

Franklin County DSS

355 West Main Street
Malone, NY 12953
Phone: (518) 481-1808

Fulton County DSS

4 Daisy Lane
P.O. Box 549
Johnstown, NY 12095
Phone: (518) 736-5600

Genesee County DSS

5130 East Main Street, Suite #3
Batavia, NY 14020-3397
Phone: (585) 344-2580

Greene County DSS

411 Main Street, P.O. Box 528
Catskill, NY 12414-1716
Phone: (518) 719-3700
Toll-Free: (877) 794-9268

Hamilton County DSS

White Birch Lane
P.O. Box 725
Indian Lake, NY 12842-0725
Phone: (518) 648-6131

Herkimer County DSS

301 North Washington Street, Suite 2110
Herkimer, NY 13350
Phone: (315) 867-1291

Jefferson County DSS

Human Services Building
250 Arsenal Street
Watertown, NY 13601
Phone: (315) 782-9030

Lewis County DSS

5274 Outer Stowe Street
P.O. Box 193
Lowville, NY 13367
Phone: (315) 376-5400

Livingston County DSS

1 Murray Hill Drive
Mt. Morris, NY 14510-1699
Phone: (585) 243-7300

Madison County DSS

Madison County Complex, Building 1
133 North Court Street
P.O. Box 637
Wampsville, NY 13163
Phone: (315) 366-2211

Monroe County DSS

111 Westfall Road
Rochester, NY 14620-4686
Phone: (585) 753-6298

Montgomery County DSS

County Office Building
P.O. Box 745
Fonda, NY 12068
Phone: (518) 853-4646

Nassau County DSS

60 Charles Lindbergh Blvd.
Uniondale, NY 11553-3656
Phone: (516) 227-8519

**New York City DSS (merged with the
Human Resources Administration)**

180 Water Street, 25th Floor
New York, NY 10038
Phone: (718) 557-1399

**NYC Administration for Children's
Services**

150 William Street, 18th Floor
New York, NY 10038-0900
Phone: (212) 341-0901

Niagara County DSS

20 East Avenue
P.O. Box 506
Lockport, NY 14095-0506
Phone: (716) 439-7600

Oneida County DSS

County Office Building
800 Park Avenue
Utica, NY 13501-2981
Phone: (315) 798-5700

Onondaga County DSS

John H. Mulroy Civic Center, 12th Floor
421 Montgomery Street
Syracuse, NY 13202-2923
Phone: (315) 435-2985

Ontario County DSS

3010 County Complex Drive
Canandaigua, NY 14424-1296
Phone: (585) 396-4060
Toll-free: (877) 814-6907

Orange County DSS

11 Quarry Road, Box Z
Goshen, NY 10924-0678
Phone: (845) 291-4000

Orleans County DSS

14016 Route 31 West
Albion, NY 14411-9365
Phone: (585) 589-7000

Oswego County DSS

100 Spring Street
P.O. Box 1320
Mexico, NY 13114
Phone: (315) 963-5000

Otsego County DSS

County Office Building
197 Main Street
Cooperstown, NY 13326-1196
Phone: (607) 547-4355

Putnam County DSS

110 Old Route 6
Carmel, NY 10512
Phone: (845) 808-1500-2110

Rensselaer County DSS

127 Bloomingrove Drive
Troy, NY 12180-8403
Phone: (518) 833-6000

Rockland County DSS

Robert L. Yeager Health Center
Building L, Sanatorium Road
Pomona, NY 10970
Phone: (845) 364-2000

St. Lawrence County DSS

Harold B. Smith Country Office Building
Judson Street
Canton, NY 13617
Phone: (315) 379-2111

Saratoga County DSS

152 West High Street
Ballston Spa, NY 12020
Phone: (518) 884-4140

Schenectady County DSS

797 Broadway
Schenectady, NY 12305
Phone: (518) 388-4470

Schoharie County DSS

County Office Building
P.O. Box 687
Schoharie, NY 12157
Phone: (518) 295-8334

Schuyler County DSS

323 Owego Street , Unit 3
Montour Falls, NY 14865
Phone: (607) 535-8303

Seneca County DSS

1 DiPronio Drive
P.O. Box 690
Waterloo, NY 13165-0690
Phone: (315) 539-1800

Steuben County DSS

3 East Pulteney Square
Bath, NY 14810
Phone: (607) 776-7611

Suffolk County DSS

Mary Gordon Building
3085 Veterans Memorial Highway
Ronkonkama, NY 11779
Phone: (631) 854-9935

Sullivan County DSS

16 Community Lane
P.O. Box 231
Liberty, NY 12754
Phone: (845) 292-0100

Tioga County DSS

1062 State Route 38
P.O. Box 240
Owego, NY 13827
Phone: (607) 687-8300

Tompkins County DSS

Human Services Building
320 West State Street
Ithaca, NY. 14850
Phone: (607) 274-5252

Ulster County DSS

1061 Development Court
Kingston, NY 12401-1959
Phone: (845) 334-5000

Warren County DSS

Warren County Municipal Center
1340 State Route 9
Lake George, NY 12845-9803
Phone: (518) 761-6300

Washington County DSS

Municipal Center, Building B
383 Broadway
Fort Edward, NY 12828
Phone: (518) 746-2300

Wayne County DSS

77 Water Street
P.O. Box 10
Lyons, NY 14489-0010
Phone: (315) 946-4881

Westchester County DSS

10 County Center Road, 2nd Floor
White Plains, NY 10607
Phone: (914) 995-5477, (914) 995-6521,
(914) 995-6522

Wyoming County DSS

466 North Main Street
Warsaw, NY 14569-1080
Phone: (716) 786-8900

Yates County DSS

County Office Building
417 Liberty Street, Suite 2122
Penn Yan, NY 14527-1118
Phone: (315) 536-51

