

**441—175.31(232) Completion of required correspondence.**

**175.31(1)** *Notification to parents that a child abuse assessment is being conducted.* Written notice shall be provided to the parents of a child who is the subject of an assessment within five working days of commencing an assessment unless the assessment is completed within the five working days. Both custodial and noncustodial parents shall be notified, if their whereabouts are known. If it is believed that notification will result in danger to the child or others, an emergency order to prohibit parental notification shall be sought from juvenile court.

**175.31(2)** *Notification of completion of assessment and right to request correction.* Written notice shall be provided to all subjects of a child abuse assessment and to the mandatory reporter who made the report of child abuse which indicates that the child abuse assessment is completed. Both custodial and noncustodial parents shall be notified if their whereabouts are known.

*a.* The notice shall contain information concerning the subject's rights to request correction and appeal rights. The subject may request correction of the information contained within the child protective assessment summary if the subject disagrees with the information.

*b.* If the child protective assessment results in a determination that abuse is confirmed, the notice shall indicate the type of abuse, name of the child and name of the person responsible for the abuse and whether the report has been placed on the registry.