



F.Y.I.

from the Policy Unit

FYI-202

Date: December 18, 2018

SUBJECT: Family Safety Document Workflow

Please contact the Policy Unit if you have any questions regarding these or any other changes at DCSS.POLICYQUESTIONS@azdes.gov or call 602-771-8127

The Policy Unit is pleased to announce the [Family Safety Document Workflow](#) is now available on the PORT. This workflow is a useful tool for reviewing imaged Family Safety documents.

These documents may be found on the PORT in the following location: Flowcharts>Global>Family Safety Document Workflow

Detailed instructions on using the Family Safety Document Workflow, are provided in the [instructional video](#) located on the Public Z Drive>Tutorials>Family Safety Workflow>Family Safety.

DCSS colleagues are urged to view this information directly on The PORT and not create a separate personal file.

**Please do not reply directly to this message as we will not be able to respond. This email address is only used for outgoing mail.*

