



# **F.Y.I.**

**from the Policy Unit**

**FYI-314**

**Date: Thursday, November 19, 2020**

**SUBJECT: November Document Updates – Supporting Virtual Services**

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

The Policy Unit is pleased to announce recent document updates which will assist staff in offering our customers a more seamless virtual experience.

Blank versions of the **Non-disclosure Affidavit** posted on the PORT Internal Forms and Checklists Table have been updated and made fully fillable. These forms are available in English and Spanish and can be used during Family Violence screening prior to opening a new case. They mirror the Eloquence versions, FCSE0001F0725 and FCSE0001S0725, which should be used when a case is already open.

Find the blank Non-disclosure Affidavit on the PORT here: [The PORT/APPENDICES/DCSS Document Matrix/DCSS Internal Forms and Checklists/FAMILY SAFETY/Non-closure Affidavit /English or Spanish](#)

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

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