



September 2020

DCFS Youth in Care Psychotropic Medication Consent Process Frequently Asked Questions

General Background

1. What does DCFS stand for?

- DCFS is the Illinois Department of Children and Family Services, also referred to as the Department

2. Who are Youth in Care?

- “Youth in care” are children or youth for whom the Department is legally responsible and are living with foster parents, in group homes, or in residential settings. This means a child/youth for whom the Department has temporary protective custody, temporary custody or guardianship via court order, or a child/youth whose parent has signed an adoptive surrender or voluntary placement agreement with the Department.

Psychotropic Medication Process

3. How do Youth in Care obtain psychotropic medications?

- In accordance with the Consent by Minors to Medical Procedures Act [410 ILCS 210] and Part 325, a consent is required each time a child or youth under DCFS care receives these medications.

4. Why is this process important?

- It is the purpose of this rule to create a system that promptly identifies and evaluates the needs of children for psychotropic medication, provides timely access to such medication, and monitors children’s medication, while recognizing the risks that psychotropic medications pose, particularly if they are not prescribed and monitored with care.
- Psychotropic medication must not be used simply for the convenience of staff members or caregivers, to punish children, or as a substitute for adequate staffing and programming.

5. What is the psychotropic medication process for DCFS Youth in Care?

- All current youth in care require a DCFS prior consent for all psychotropic medications.
- Newly prescribed psychotropic medications for DCFS youth in care will reject at the pharmacy without an approved consent.
- [Prior consents forms](#) are filled out by the child’s doctor and sent to the University of Illinois at Chicago (UIC) Department of Clinical Services in Psychopharmacology (CSP) by fax at 312-814-7015.
- Approved consents are then sent to CountyCare so that psychotropic medication can be filled at the pharmacy.

6. **Who is in charge of the consent process?**
 - The consent process is done by the CSP (Clinical Services in Psychopharmacology) at UIC.
7. **How do you reach CSP?**
 - The number for the CSP Nurse Line is 312-996-1927
8. **What happens if there is no consent on file when trying to get a prescription filled?**
 - The request is denied and the pharmacy will receive a message stating that the “drug requires consent per DCFS Rule 325. Please contact CSP Nurse Line 312-996-1927.”
 - The child’s physician will need to be contacted to complete and [submit the prior consent form](#) by fax to 312-814-7015 to begin the psychotropic medication process outlined above.
 - If a youth’s consent has expired and they are trying to refill the psychotropic medication, a 3-day emergency fill can be provided and will be approved by CountyCare.
9. **What is the age of youth for the consent process?**
 - This process is for those children or youth under age 18. Those 18 and over can consent for themselves.