

## Change in circumstances

We understand that as a foster carer or kinship carer, your circumstances may change from time to time. You must inform the Department of Child Safety if a significant change in your circumstances has occurred or is expected to occur. This is important to make sure that you continue to receive the support you need, and that any changes do not impact on your suitability as a carer.

### When should I inform the Department of Child Safety of a change in circumstances?

As an approved carer you must tell the department immediately if there is:

- a change in your household, for example, if someone moves in or out of your household or if you commence a new, or end an existing spousal relationship
- a change in your personal history, or if you become aware or reasonably suspect there has been a change in the personal history of a member of your household
- an intention to provide care to other children, for example, family day care or relatives
- a change of employment
- a change of address.



'Personal history' means a person's criminal, domestic violence and traffic history. The department will also check child protection history. These obligations apply to all approved carers.

### How do I inform the department of a change in circumstances?

You can inform the department of a change in circumstances by contacting your Child Safety Service Centre and filling out a Change in Carer Circumstances form. You can also access a Change in Carer Circumstances form at [www.childsafety.qld.gov.au](http://www.childsafety.qld.gov.au)

### What will happen if I do not inform the department of a change in circumstances?

Failure to tell the department when there has been a change to household or personal circumstances is an offence and penalties may apply. The Department of Child Safety needs to know about any possible risks to the safety or wellbeing of a child or young person in your home.

If the department is aware of possible risks, you can work together to ensure the child or young person is safe. If changes to household or personal circumstances pose a serious risk to the safety of the child or young person, they may need to be removed.

For more information about a change in circumstances, contact your Child Safety Officer.

You can also visit [www.childsafety.qld.gov.au](http://www.childsafety.qld.gov.au)

Or contact the Department of Child Safety on **1800 811 810** or **3224 8045**.