LOUISIANA DEPARTMENT OF CHILDREN AND FAMILY SERVICES
Licensing Regulation Waiver Request

Request for Waiver or Variance from Licensing Regulations and Certification Standards
for Foster Homes, Relative/Kinship Homes, and Other Caregiver Settings

Instructions: Complete all sections of this form when requesting a temporary or ongoing waiver from an applicable DCFS licensing or certification standard. Waiver requests must demonstrate how child safety, well-being, supervision, and care needs will continue to be appropriately addressed. Attach additional documentation if needed.

SECTION I – REQUESTING PARTY INFORMATION

Provider/Caregiver Name(s)	**Date of Request**
Provider/Caregiver ID or License Number	**Provider/Caregiver Telephone Number**
Physical Address	**Provider/Caregiver Email Address**
Type of Caregiver/Provider/License Type	**Licensing or Certification Worker if applicable**

SECTION II – LICENSING STANDARD OR REQUIREMENT REQUESTED TO BE WAIVED

Specific Licensing Standard, or Requirement to be waived

SECTION III – JUSTIFICATION AND SUPPORTING FACTORS

Provide a detailed explanation supporting the waiver request, including why the waiver is necessary, circumstances surrounding the request, and how approval would support the best interests of the child(ren), placement stability, kinship continuity, sibling preservation, or caregiver support.

SECTION IV – SAFETY PLAN, MITIGATING FACTORS, OR ALTERNATIVE MEASURES

Describe any safety measures, supervision arrangements, supports, compensating controls, or alternative actions in place to ensure child safety and compliance with the intent of the licensing standard.

SECTION V – REQUESTED TIMEFRAME

Is this request temporary or ongoing?	
Requested Start Date	**Requested End Date (if applicable)** **If temporary, anticipated resolution date**
Has a waiver for this issue been requested previously?	**If yes, provide dates/details**

SECTION VI – REVIEW AND FINAL DETERMINATION

Waiver Request Decision:

☐ APPROVED

☐ DENIED

Conditions, Limitations, or Additional Requirements (if applicable):

Signature	**Date**