

Recovery Checklist for Absconders/Runaways/Escapees – Part B

Click link for instructions: <https://files.dcs.tn.gov/forms/0705-11.doc>

Adjudication (Check one): Delinquent Dependent & Neglect Unruly Probation Aftercare

Was the youth missing for less than 24 hours? Yes No

Date Submitted:		Checklist completed by:						
▪ BASIC INFORMATION ON CHILD/YOUTH:								
Child/Youth's Name:				TFACTS Person ID No:				
Date of Birth:		Sex: Male Female	Region/Home County:		County Placed in custody?			
Has youth received new delinquent charges?		Yes	No	If yes, list:				
FSW/JSW:		Ph. No.		Team Leader:		Ph. No.		
▪ NOTIFICATION/RUNAWAY INFORMATION:								
Date/time youth absconded:				Date/time youth returned to care:		Date NCMEC notified:		
Date Law Enforcement notified of recovery:					Person reported to:			
Where did the youth run from?				Incident Report Completed		Yes	No	
Where was youth located?								
Describe youth's appearance and note any health issues:								
Was youth taken for medical evaluation?		Yes		No				
Is there a reason to suspect youth is at risk of human/sex trafficking?					Yes			No
If Yes, report this incident to the DCS Child Abuse Hotline at 877-237-0004 or on the DCS Internet site at https://apps.tn.gov/carat/ .								
Date of Referral:				Referral Number:				
Reason Runaway/Escapes Status Ended: <i>(Check one):</i>								
Youth was Apprehended		Youth Aged Out		Court Released Youth from Custody				
Youth Turned Self In		Other, Explain.						



Comments/Additional Information:

Once form is completed, immediately forward by e-mail to the specific Program Area designees below:

- [ei DCS.AbsconderUnit@tn.gov](mailto:ei.DCS.AbsconderUnit@tn.gov)
- FSW or JSW with Case Management Responsibility
- Team Leader and Team Coordinator
- Regional Administrator or Juvenile Justice Statewide Director as applicable
- Regional Absconder Representative
- Director of Network Development
- Regional Health Nurse if imminent health issues exist
- Executive Director of Network Development and Child Programs or Juvenile Justice
- Deputy Commissioner of Child Programs or Juvenile Justice
- Commissioner