**R527. Health and Human Services, Recovery Services.**

**R527-57. Kinship Locate.**

**R527-57-1. Authority and Purpose.**

(1) The Department of Health and Human Services is authorized to create rules necessary for social services pursuant to Section 26B-1-202. The Office of Recovery Services (ORS) is authorized to adopt, amend, and enforce rules pursuant to Section 26B-9-108.

(2) The purpose of this rule is to provide information about kinship locate services provided pursuant to 42 U.S.C. 653 including who may request kinship locate services, what information is required to make a request, and what information may be provided from ORS.

**R527-57-2. Authorized Persons.**

(1) "Authorized persons" for this rule regarding kinship locate is defined in 42 U.S.C. 653(c)(4). An "authorized person" is an agent of a state agency that administers a program pursuant to Part B or Part E of Title IV of the Social Security Act.

(2) ORS provides locate information to authorized persons who request location information about the parents, putative father, or non-parental relatives of children in the custody of the Division of Child and Family Services.

**R527-57-3. Requesting Kinship Locate Services.**

A request from an authorized person must include the following information:

(1) the child's name;

(2) the child's date of birth or Social Security number;

(3) the individual's name;

(4) the individual's relationship to the child; and

(5) the individual's date of birth or Social Security number.

**R527-57-4. Information Provided for Kinship Locate.**

(1) ORS will only provide locate information found using the Federal Parent Locator Service and the State Parent Locator Services.

(2) ORS will provide the following kinship locate information, if known, about a parent, alleged father or non-parent relative:

(a) the individual's name;

(b) the individual's Social Security number;

(c) the individual's most recent address; and

(d) the individual's employer name, employer identification number (EIN), address.

(3) If ORS has issued an administrative child support order that establishes the legal parentage relationship for the child in custody, ORS will provide a copy of that administrative order to the authorized person. Other documentation establishing parentage must be obtained by the requesting agency directly from the keeper of the record.

(4) In accordance with 45 CFR 303.21, ORS will not release the individual's information for an individual on an ORS case that has undergone a safeguard determination.

**KEY: child support, foster care, kinship locate**

**Date of Last Change: September 4, 2025**

**Authorizing, and Implemented or Interpreted Law: 45 CFR 302.35; 45 CFR 303.21; 42 U.S.C. 653; 26B-1-202; 26B-9-108**