

Rule 174

FORMS REQUIRED IN A CHILD IN NEED OF CARE PROCEEDING

- (a) **Forms Required; Court Orders.** To ensure compliance with federal and state law, a district court must use the applicable Judicial Council form when entering any of the following orders in a child in need of care proceeding:
 - (1) placing a child in the custody of a person other than the child's parent or legal guardian;
 - (2) ruling in a permanency hearing;
 - (3) ruling in a proceeding in which the Indian Child Welfare Act applies;
 - (4) ruling on adjudication, disposition, or termination of parental rights;
 - (5) ruling on a child's placement in a qualified residential treatment program;
 - (6) ruling on a requested review of a child's change of placement;
 - (7) ruling on a SOUL Family Legal Permanency appointment or dispute;
 - (8) terminating the court's jurisdiction; or
 - (9) reinstating a child in need of care case when the court orders SOUL Family Legal Permanency.
- (b) **Attachments.** To include additional information, a district court may attach an additional order or supplemental affidavit to a Judicial Council form required under this rule.
- (c) **Forms Required; Consent and Affidavit.** When applicable, a parent must use the Judicial Council form for Consent to Appointment of SOUL Family Legal Permanency and a custodian must use the Affidavit of SOUL Family Legal Permanency Custodian.
- (d) **Administrative Matters.**
 - (1) **Official File.** A district court must maintain all orders and any attachments in the official file.
 - (2) **Data Collection; Entry.** The judicial administrator is authorized to adopt standard operating procedures for the collection of data under this rule. A district court must enter all data that is required under the standard operating procedures into the court's case management system.
- (e) **Form Changes.** The Supreme Court Task Force on Permanency Planning must approve any new or modified Judicial Council form under this rule.

[History: New rule adopted effective May 1, 2013; [Am. effective January 1, 2022](#); [Am. effective January 1, 2025](#).]