

	INDIANA DEPARTMENT OF CHILD SERVICES CHILD WELFARE POLICY	
	Chapter 2: Administration of Child Welfare Section 22: International and Cultural Affairs Services	
	Effective Date: January 1, 2026	Version: 3

POLICY OVERVIEW

The Indiana Department of Child Services (DCS) provides International and Cultural Affairs (ICA) services to make sure children and families from different countries and cultures get the support they need.

POLICY STATEMENT

The ICA should be contacted for help and information about:

1. Cultural needs or concerns;
2. International dialing;
3. Translation requests/interpreter services (see policy [GA-3 Language Services](#));
4. Notification to a Consulate or Embassy about:
 - a. Detention of a child,
 - b. Termination of Parental Rights (TPR),
 - c. Changes in legal custody, and
 - d. Guardianship.
5. Immigration status concerns about:
 - a. Visas,
 - b. Immigration relief (e.g., Special Immigrant Juvenile Status [SIJS] and Deferred Action for Childhood Arrivals [DACA]),
 - c. Citizenship, and
 - d. Refugees.
6. Requests for the following vital documents issued abroad:
 - a. Birth certificate/verification,
 - b. Death certificate/verification,
 - c. Marriage certificate, and
 - d. Divorce Order.
7. International family search;
8. International background checks:
 - a. Criminal background check,
 - b. Child Abuse Registry check, and
 - c. International Deoxyribonucleic Acid (DNA) testing.
9. International placement or international permanency plans for:
 - a. Repatriation of child,
 - b. International home study,

c. International DNA testing.

10. Immigration and Customs Enforcement (ICE) holds or custody:

- a. Deportation verification,
- b. Detained parent search,
- c. Immigration court information, and
- d. Visit pending deportation.

11. Indian Child Welfare Act (ICWA) (see policy [2.12](#)); and

12. Any other cultural need or concern that may arise that is not an emergency.

DCS will use ICA to communicate with ICE and any embassy or consulate.

Note: ICA liaisons are the only ones authorized to communicate with an embassy, consulate, or ICE. The ICA liaison will provide updated information and copy the DCS Staff Attorney on any email communication with the Consular Official. ICA should be contacted **immediately** if information is obtained regarding a parent, guardian, or custodian in ICE custody.

LEGAL REFERENCES

- [IC 34-45-1-3: Interpreters; entitlement](#)
- [IC 34-45-1-4: Interpreters; appointment and qualifications](#)
- [Section 604 on Title VI of the 1964 Civil Rights Act, 42 H.S.C. 2000d](#)
- [U.S. Department of Health and Human Services: Civil Rights – Limited English Proficiency \(LEP\)](#)