

## What happens next?

Within 7 days, the CFSRB will respond to you by letter. If your request is eligible for review, this letter will set a date, time and place for a CFSRB hearing to review the CAS or licensee decision. This hearing must be held within 20 days of the date you received the letter.

## Who attends the CFSRB hearing?

- You
- If an Aboriginal child is involved, one representative from the child's band or native community may choose to participate
- One or more representatives from the CAS or licensee
- Any other person the CFSRB thinks should attend the hearing
- An interpreter will be provided by the CFSRB if you need one.

## What happens after the CFSRB hearing?

The CFSRB will send you a written decision within 10 days after the hearing.

**Do you want a review  
of a decision you have  
received from an**

**Ontario  
Children's Aid Society  
or licensee?**

You have the right to voice your concerns.

This is easy to do and the same across the province.

## For more information contact

### Child and Family Services Review Board

2 Bloor St. W., 24th floor  
Toronto ON M7A 1E9

Telephone: 416-327-4673

Toll-free: 1-888-728-8823

Fax: 416-327-0558

Information is also available from  
the Ministry of Children and Youth Services at  
[www.children.gov.on.ca](http://www.children.gov.on.ca)



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## STEP 1

Fill in a *Removal of Crown Ward or Refusal of Adoption* form and mail or fax it to the CFSRB within 10 days of receiving notice from a CAS.

## STEP 2

Within 7 days, the CFSRB will let you know by letter if it can review your matter and set a date and time for a hearing. This hearing must take place within 20 days of the date you received the letter.

## STEP 3

Attend the hearing with the CFSRB.

## STEP 4

The CFSRB will send you a written decision within 10 days after the hearing.

### You can ask for a review by the Child and Family Services Review Board (CFSRB) if:

- You are a foster parent and have received written notice from a CAS telling you that it will remove a child who is a Crown ward and has lived with you continuously for at least two years. This notice should be accompanied by a *Removal of Crown Ward* form.\*
- You have applied to adopt a particular child and received written notice from a CAS telling you that your application has been refused. This notice should be accompanied by a *Refusal of Adoption* form.\*
- You have received written notice from a CAS or licensee that a child placed with you for adoption will be removed. This notice should be accompanied by a *Refusal of Adoption* form.\*

\* In cases involving Aboriginal children, the child's band or native community will also have received notice.

### What is the Child and Family Services Review Board (CFSRB)?

The CFSRB is an independent board responsible for reviewing certain actions and decisions made by children's aid societies.

### What do I do first?

Mail or fax the completed Removal of Crown Ward or Refusal of Adoption application form within 10 days of receiving the CAS or licensee's notice to:

**Child and Family Services Review Board**  
2 Bloor Street West, 24th Floor  
Toronto ON M7A 1E9  
Telephone (416) 327-4673  
Toll Free 1-888-728-8823  
Fax (416) 327-0558

Copies of these forms are available from any CAS, the Child and Family Services Review Board, or the Ministry of Children and Youth Services at [www.children.gov.on.ca](http://www.children.gov.on.ca)