

# Certificate of Parental Improvement (CPI)



## What is a Certificate of Parental Improvement?

A Certificate of Parental Improvement (CPI) is an evaluation of the individual's character, suitability and competence as it relates to the finding of child abuse or neglect and if the individual successfully rectified the issues that led to the finding of abuse or neglect.

A CPI helps individuals remove barriers when applying for jobs or roles that involve vulnerable populations. This includes places such as assisted living facilities or nursing homes, long-term care services, or a Department of Children, Youth, and Families (DCYF) program.

## How to request a CPI

- Go to the Certificate of Parental Improvement (CPI) webpage at [dcyf.wa.gov/safety/can-founded-findings/cpi](https://dcyf.wa.gov/safety/can-founded-findings/cpi) and review eligibility criteria, as outlined in RCW 74.13.720(4) (<https://app.leg.wa.gov/RCW/default.aspx?cite=74.13.720>).
- Complete the online background check authorization (<https://fortress.wa.gov/dshs/bcs>) and CPI Request Form ([www.dcyf.wa.gov/forms?field\\_number\\_value=09-012&title=](https://www.dcyf.wa.gov/forms?field_number_value=09-012&title=)).
- Once DCYF receives your CPI request, the Suitability Assessment Unit will contact you to help you complete the process. DCYF must decide whether to grant you a CPI or not within 60 days of receiving your completed request.

## Who will accept a CPI?

DCYF and the Department of Social and Health Services (DSHS) must look at an individual's overall character, suitability and competence in working unsupervised with vulnerable populations. They can not automatically disqualify a person who has a CPI.

## Have questions?

Please contact DCYF at [dcyf.cpi@dcyf.wa.gov](mailto:dcyf.cpi@dcyf.wa.gov) or 1-800-998-3898, option 8, if you are unsure about your eligibility or have questions.



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