



Judicial Council of California

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INVITATION TO COMMENT

SPR26-30

Title

Juvenile Law: Updating Access Rules for
Juvenile Case Files Under Senate Bill 413

Action Requested

Review and submit comments by May 18,
2026, to invitations@jud.ca.gov

Proposed Rules, Forms, Standards, or Statutes

Amend Cal. Rules of Court, rule 5.552 and
approve forms JV-566 and CIV-180/JV-568

Proposed Effective Date

January 1, 2027

Proposed by

Family and Juvenile Law Advisory
Committee
Hon. Tari L. Cody, Cochair
Hon. Stephanie E. Hulse, Cochair

Contact

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Executive Summary and Origin

Senate Bill 413 (Allen; Stats. 2025, ch. 221) amended Welfare and Institutions Code section 827 to authorize a new category of individuals—attorneys representing a party in certain civil proceedings involving child welfare agencies or probation departments—to access juvenile case files under specified confidentiality safeguards. To implement SB 413, the Family and Juvenile Law Advisory Committee proposes to amend California Rules of Court, rule 5.552, and approve two new forms, *Request to Access Juvenile Case File by Parties Authorized Under Welfare and Institutions Code Section 827* (form JV-566) and *Proof of Destruction of Juvenile Case File Records* (form CIV-180/JV-568).

The Proposal

In addition to implementing SB 413, the proposed amendments to rule 5.552¹ and approval of forms JV-566 and CIV-180/JV-568 will strengthen confidentiality protections, clarify responsibilities, and promote fairness in civil proceedings involving juvenile case files.

¹ All further unspecified rule references are to the California Rules of Court.

This proposal has not been approved by the Judicial Council and is not intended to represent the views of the council, its Rules Committee, or its Legislation Committee. It is circulated for comment purposes only.

Rule 5.552

The Family and Juvenile Law Advisory Committee proposes amending rule 5.552 to clarify what “appropriate steps”² are required of civil attorneys who are newly authorized under Welfare and Institutions Code³ section 827(a)(1)(W) to inspect and copy juvenile case files. Under the proposed safeguards, such attorneys would be required to (1) file juvenile records under seal when submitting them to a civil court while representing a party other than the person who is the subject of the juvenile case file unless the judge orders otherwise; (2) track and ensure the return of all copies shared with staff at the end of the civil case by logging who accessed what and when and recording the date the records were returned; and (3) destroy all copies within 90 days of the entry of final judgment not subject to further appeal and provide the court with proof of the destruction date.

The proposed requirement that juvenile case file records obtained under section 827(a)(1)(W) be destroyed within 90 days after entry of final judgment not subject to further appeal reflects both California confidentiality practices and widely used standards in federal litigation. California law generally allows 60 days for a party to file a notice of appeal;⁴ a judgment does not become final until that period expires. Civil attorneys cannot begin destroying records before the 60-day appellate deadline has closed and finality is certain.

California law also regularly uses a two-stage structure that pairs an initial 60-day window with an additional 30-day administrative period when handling sensitive records. For example, section 786.5 provides law enforcement and the Department of Justice with 60 days to seal juvenile justice records after receiving notification from probation, and probation then has 30 additional days to notify the minor. This statutory model shows that California recognizes both the need for a defined sealing period and a subsequent period for administrative follow-through.

The recommended 90-day destruction period is also consistent with confidentiality practices commonly used in federal litigation, which often require disposal of confidential materials shortly after the conclusion of a case. For example, the Northern District of Illinois’ model confidentiality order defines the “conclusion of litigation” as 63 days after dismissal or entry of a final judgment not subject to further appeal,⁵ and requires parties to dispose of confidential materials thereafter. While federal standards do not govern California state proceedings, they offer a useful benchmark showing how other jurisdictions balance timely destruction with the need to ensure finality.

² Welf. & Inst. Code, § 827(a)(1)(W)(v).

³ All further statutory references are to the Welfare and Institutions Code unless otherwise indicated.

⁴ Rules 8.104(a)(1)(A) and (B); 8.406(a)(1).

⁵ See U.S. District Court, Northern District of Illinois Form LR 26.2, *MODEL CONFIDENTIALITY ORDER*, Section 14: “Obligations on Conclusion of Litigation,” p. 10, ind.uscourts.gov/assets/documents/forms/online/26.2%20FORM.pdf.

For these reasons, the committee recommends a 90-day destruction deadline. This timeframe ensures juvenile records are not destroyed before a judgment becomes final, aligns with established timelines codified in California law, and provides civil attorneys sufficient time to complete their administrative duties under section 827. At the same time, it ensures that sensitive juvenile information is destroyed as soon as reasonably practicable.

Form JV-566

The proposal introduces an optional form, *Request to Access Juvenile Case File by Parties Authorized Under Welfare and Institutions Code Section 827* (form JV-566), to document requests to access juvenile delinquency case files or a living child's juvenile dependency case file by authorized parties and confirm compliance with statutory duties. Modeled after the *Petition for Access to Juvenile Delinquency Case File or a Living Child's Juvenile Dependency Case File* (form JV-570), the new form lists parties authorized under section 827(a), outlines their responsibilities, and organizes requested file components by origin.

The committee seeks input on whether JV-566 should remain a general form for all parties authorized under section 827 or be limited to civil attorneys under section 827(a)(1)(W). A general form includes sections for identifying the requester, specifying records requested, and explaining the purpose of the request, along with confidentiality requirements. A civil attorney-only version would remove references to other parties, streamline confidentiality language, and focus on confirming authorization and compliance with section 827(a)(1)(W), making it shorter and tailored for civil litigation.

Form CIV-180/JV-568

The proposal introduces an optional form, *Proof of Destruction of Juvenile Case File Records* (form CIV-180/JV-568), for civil attorneys authorized under section 827(a)(1)(W) to certify that they have destroyed the juvenile case file records they obtained within 90 days after civil judgment becomes final and no longer subject to appeal. The committee consulted with the Civil and Small Claims Advisory Committee, which recommended that the proof of destruction form be a cross-numbered form filed in the civil court and that the juvenile case number be included in item 3. The committee seeks specific input on whether the proof of destruction form should remain a cross-numbered form or be limited to a civil form, and whether a filing deadline should be established for the proof of destruction.

Alternatives Considered

Taking no action

The committee considered taking no action but ultimately rejected that option. Although the rule amendments themselves are not legislatively mandated, the duties they describe are required by statute. The committee determined that adopting the new, optional *Request to Access Juvenile Case File by Parties Authorized Under Welfare and Institutions Code Section 827* (form JV-566) and *Proof of Destruction of Juvenile Case File Records* (form CIV-180/JV-568) would provide significant benefits, including offering courts a consistent and reliable method to document who is requesting access to a juvenile case file, ensuring that each requestor acknowledges their legal

responsibilities, and that civil attorneys comply with their duty to collect and destroy juvenile case file records obtained. Even though use of the forms is optional, they serve as a statewide model for all courts, including those that choose not to use them. By contrast, taking no action would leave courts to rely on varying local practices, increasing the risk of errors, unauthorized disclosures, and noncompliance with statutory requirements. Balancing these considerations, the committee concluded that the benefits of approving the new forms outweighed any benefits of taking no action.

Limiting form JV-566 to civil attorneys

The committee also considered limiting form JV-566 to only the new group of civil attorneys authorized under section 827(a)(1)(W)(i). However, it decided instead to develop a general form and seek public comment before adopting any such limitation. Because there is currently no standardized form for authorized parties to access a juvenile case file and each court uses its own process, the committee concluded that presenting a general form for public comment would help determine whether courts would prefer a uniform, statewide approach or whether limiting the form to certain users would be beneficial.

Revising form JV-576

The committee explored revising *Order Granting Welfare and Institutions Code Section 827 Petition Attachment: Required Redactions* (form JV-576) to align its structure with form JV-566 and improve consistency between related forms. Possible changes included reformatting JV-576 as an attachment, updating its heading to reference JV-566, and reorganizing item 1 to mirror the structure of item 7 in JV-566. These adjustments were intended to enhance clarity, reduce confusion, and promote efficiency for attorneys, court staff, and self-represented litigants.

The committee ultimately decided not to revise form JV-576 because it serves as an attachment to court orders on petitions for access to juvenile case file information. Using it as an attachment to an authorized party's request would be inappropriate because such requests do not require a court order. However, courts may still use the categories listed in item 2 of form JV-576 as a reference when structuring their internal redaction process.

Fiscal and Operational Impacts

The proposal is not expected to result in significant costs for the judicial branch, justice partners, attorneys, self-represented litigants, or the public. The new forms can be implemented using existing court resources and standard procedures for updating forms and training staff. Any operational impact will be limited to incorporating the new forms into court processes and updating references in related materials.

No ongoing costs are anticipated, and any one-time costs—such as updating court websites, training staff, and distributing the new forms—are expected to be negligible. These changes do not require new technology or infrastructure.

Request for Specific Comments

In addition to comments on the proposal as a whole, the advisory committee is interested in comments on the following:

- Does the proposal appropriately address the stated purpose?
- Are there any other “appropriate steps” needed to ensure that all copies of the juvenile case file records are returned to the attorney and destroyed upon conclusion of the civil proceeding? If so, what are they?
- Is a 90-day period after the entry of final judgment not subject to further appeal sufficient for civil attorneys to fulfill their obligation to destroy juvenile records? If not, what should the deadline be, and why?
- Should proposed form CIV-180/JV-568 remain a cross-numbered civil/juvenile form, or should it be limited to a civil form only?
- Should the juvenile case number box be removed from the caption of form CIV-180/JV-568?
- Should there be a deadline for filing proof of destruction with the court? If so, what should that deadline be?

The advisory committee also seeks comments from *courts* on the following cost and implementation matters:

- Would the proposal provide cost savings? If so, please quantify.
- What would the implementation requirements be for courts—for example, training staff (please identify position and expected hours of training), revising processes and procedures (please describe), changing docket codes in case management systems, or modifying case management systems?
- Would two months from Judicial Council approval of this proposal until its effective date provide sufficient time for implementation?
- How well would this proposal work in courts of different sizes?

Attachments and Links

1. Cal. Rules of Court, rule 5.552, at pages 6–7
2. Forms JV-566 and CIV-180/JV-568, at pages 8–14
3. Link A: Welf. & Inst. Code, § 827,
leginfo.legislature.ca.gov/faces/billCompareClient.xhtml?bill_id=202520260SB413

1 Title 5. Family and Juvenile Rules

2
3 Division 3. Juvenile Rules

4
5 Chapter 3. General Conduct of Juvenile Court Proceedings

6
7
8 Rule 5.552. Procedure for requesting any juvenile delinquency case file and a living
9 child's juvenile dependency case file (§§ 827(a)(1), 827.12, 828)

10
11 (a)–(e) * * *

12
13 (f) Additional requirements for civil attorneys (§ 827(a)(1)(W))

14
15 An attorney representing a party in a civil proceeding filed by, or on behalf of, the
16 person who is the subject of the juvenile case file, in which the defendant is either
17 the child welfare agency, or probation department, or an employee of one of those
18 entities, must take the following steps:

19
20 (1) File records under seal

21 An attorney representing a party other than the subject of the juvenile case
22 file who includes in court filings any information or records from the juvenile
23 case file must also submit a motion under rule 2.551(b) for an order that the
24 submission or pleadings be filed under seal;

25
26 (2) Track and ensure the return and destruction of records

27 Any attorney who provides copies of records from the juvenile case file to a
28 person assisting the attorney in the case must log and retain evidence that all
29 copies of the records are returned to the attorney and destroyed at the end of
30 the civil proceeding by:

31
32 (A) Logging:

33
34 (i) who has been granted access,

35
36 (ii) which records have been provided,

37
38 (iii) the date access was granted, and

39
40 (iv) the date the records are returned to the attorney;

41
42 (B) Retaining the access log in (A) until the records have been destroyed;

- 1 (C) Collecting and destroying all copies of records from a juvenile case file
2 (including the access log) within 90 days of the entry of final judgment
3 not subject to further appeal;
4
5 (D) Logging the date of destruction; and
6
7 (E) Filing proof of the date of destruction in (D) with the court.

Request to Access Juvenile Case File by Parties Authorized Under Welfare and Institutions Code Section 827

Clerk stamps date here when form is filed.

**DRAFT
Not approved by
the Judicial Council**

Use this form if you are allowed to access records from a juvenile delinquency case file or a living child's juvenile dependency case file under Welfare and Institutions Code section 827. See (5) and (6) for a list of who is allowed access. People listed in (5) can only look at the records. People listed in (6) can look at the records and make copies of them.

If you are a lawyer, you must attach a copy of your state bar card and letter of representation or order appointing you as the lawyer.

Fill in court name and street address:

Superior Court of California, County of

Fill in case number, if known:

Case Number:

1 a. Your Name: _____

Your Lawyer *(if you have one for this case)*:

Name: _____ State Bar No.: _____

Firm Name: _____

b. Your contact information *(If you have a lawyer, give your lawyer's information. If you do not have a lawyer, you may give your information instead.)*

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Email Address: _____

- c. I am a lawyer and have attached a copy of my state bar card and
 - (1) Letter of representation; or
 - (2) Order appointing counsel

2 Name of child: _____

3 Child's date of birth *(if known)*: _____

4 A petition regarding the child in (2) has been filed under *(check all that apply)*:

- a. Welfare and Institutions Code section 300
- b. Welfare and Institutions Code section 601
- c. Welfare and Institutions Code section 602



Child's name: _____

- 5 I am one of the following individuals or work for one of the following entities that may only inspect the juvenile case file without an order from the juvenile court under Welfare and Institutions Code section 827:
- a. The superintendent or designee of the school district where the child is enrolled or attending school
 - b. Member of child's multidisciplinary team or provider supervising or treating the child
 - c. Family law judicial officer (judge/commissioner/hearing officer) handling custody/visitation issues about the child and active participants in that family law case (the assigned mediator, court-appointed evaluator or investigator, or counsel appointed for the child)
 - d. Court-authorized or court-appointed investigator acting within an active case: (1) investigating under Family Code section 7663, 7851, or 9001 or (2) a probate guardianship case involving the child
 - e. Local child support agency for paternity establishment and for establishing/enforcing child support orders
 - f. Juvenile Justice Commission (as established under Welf. & Inst. Code, § 225), subject to the same confidentiality rules as other juvenile records
 - g. Probation officer preparing a report under Welfare and Institutions Code section 1178 for someone formerly in Division of Juvenile Justice (DJJ) custody who petitioned the Board of Juvenile Hearings for an honorable discharge
 - h. Person serving in a role similar to those enumerated in items b, c, d, and e above for an Indian tribe, reservation, or tribal court when the case involves a child who is a member of, or eligible for membership in, that tribe
- 6 I am one of the following individuals or work for one of the following entities that may inspect and receive copies of the juvenile case file without an order from the juvenile court under Welfare and Institutions Code section 827(a)(5):
- a. Court staff working on this case (for example, court clerks or other court employees, including Court Appointed Child Advocate (CASA) volunteers)
 - b. District attorney, city attorney, or city prosecutor authorized to prosecute criminal or juvenile cases under state law
 - c. Child who is the subject of the juvenile case file
 - d. Child's parent or legal guardian
 - e. Attorney of record for the parties, judges, referees, other hearing officers, probation officers, and law enforcement officers who are actively participating in criminal or juvenile proceedings involving the child
 - f. County counsel, city attorney, or any other attorney representing the county child welfare agency in dependency proceedings or representing the county child welfare agency or probation department in connection with the administration or review of child welfare or probation services provided by the agency or department to the subject of the case file or to that person's sibling, parent, or legal guardian
 - g. Member of the child protective agencies described in Penal Code section 11165.9
 - h. California Department of Social Services (CDSS) personnel carrying out CDSS oversight duties (including foster care and out-of-state placements) and required disclosures



Child's name: _____

- 6 i. Authorized licensing/resource family approval staff, including CDSS employees or staff of CDSS-licensed entities who need access to perform inspection, approval/licensing, monitoring, or investigation of community care facilities or resource families
- j. California Department of Justice to fulfill duties under Penal Code sections 290.008 and 290.08 (state sex offender registration/notification repository)
- k. Attorneys in an administrative hearing involving the child, but only as needed to meet the requirements of Welfare and Institutions Code sections 10952 and 10952.5
- l. CDSS personnel carrying out duties under Family Code section 9100(c)(1) or Welfare and Institutions Code section 366.26(e)(3)
- m. Office of Youth and Community Restoration personnel carrying out statutory duties under Welfare and Institutions Code sections 2200, 2200.2, 2200.5 and 2200.7
- n. Attorney representing a person who is, or was, subject to juvenile proceedings under Welfare and Institutions Code section 300, 601, or 602
- o. Attorney for a party in a civil case filed by or on behalf of the person who is the subject of the juvenile case file, where the defendant is the child welfare agency, probation department, or an employee of one of those agencies, for use in a civil proceeding
- p. Person serving in a role similar to those enumerated in items a, e, f, and g above for an Indian tribe, reservation, or tribal court when the case involves a child who is a member of, or eligible for membership in, that tribe

7 The records I want are (check all that apply):

- a. Court file
 - (1) Orders
 - (2) Petitions, applications, motions, oppositions, replies, and accompanying memoranda of points and authorities and exhibits
 - (3) Reports by CASA volunteers
 - (4) Intercounty transfer records
 - (5) Interstate Compact on the Placement of Children records
 - (6) Indian Child Welfare Act records
 - (7) Restraining or protective orders
 - (8) Other (please specify additional documents of information):



Case Number: _____

Child's name: _____

- 7 b. Agency file
- (1) Reports by social workers
 - (2) Reports by probation officers
 - (3) Psychological or psychiatric reports
 - (4) Letters of guardianship
 - (5) Declarations
 - (6) Health records (including authorizations for psychotropic medication)
 - (7) Education records
 - (8) Waivers, information, and notification forms
 - (9) Short-Term Residential Therapeutic Program or community treatment facility records
 - (10) Resource Family Approval records
 - (11) Emergency response logs
 - (12) Delivered service logs
 - (13) Investigative narratives
 - (14) Relative home assessments
 - (15) Other *(please specify additional documents of information):*

8 I am asking for access to the records in item 7 because there is a *(check all that apply)*:

a. Civil court case pending in *(name of county)*: _____

Case Number: _____

Hearing Date: _____



Case Number: _____

Child's name: _____

- 8
- b. Criminal court case pending in (*name of county*): _____
Case Number: _____ Hearing Date: _____
 - c. Juvenile court case pending in (*name of county*): _____
Case Number: _____ Hearing Date: _____
 - d. Family law court case pending in (*name of county*): _____
Case Number: _____ Hearing Date: _____
 - e. Writ or appeal case pending in (*name of district*): _____
Case Number (*if available*): _____
Hearing dates related to the juvenile court order being challenged or to be challenged on appeal or by writ:

 - f. Other (*specify*): _____
Case Number: _____ Hearing Date: _____

- 9
- I am a lawyer for a party in a civil case filed by or on behalf of the person who is the subject of the juvenile case file, where the defendant is the child welfare agency, probation department, or an employee of one of those agencies, for use in a civil proceeding. By signing below, I assert that I have read and agree to comply with the following terms:
 - a. Immigration status and information about siblings or other minors in the juvenile case file remain confidential unless the juvenile court orders release;
 - b. Any personally identifiable information of individuals who are not the subject of the juvenile case file must be redacted or sealed;
 - c. I may provide copies of the juvenile case file records to persons assisting me in the civil proceeding only for their use in that case.
 - d. I must take the appropriate steps outlined in rule 5.552(f) to secure the return and destruction of all copies of the juvenile case file records provided **within 90 days of the entry of final judgment not subject to further appeal**;
 - e. The court may monitor the inspection, dissemination, and destruction of juvenile case file records for compliance;
 - I represent a party other than the person who is the subject of the juvenile case file. If I file juvenile case file records in a civil proceeding, I must ask the court to file them under seal, unless the civil judge says otherwise. I understand that the person who is the subject of the juvenile case file may ask to unseal the records and the court must allow it unless there are unusual circumstances.



Child's name: _____

CONFIDENTIALITY REQUIREMENTS (Welf. & Inst. Code, § 827)

To the person in ①: By signing this form, you agree to follow these rules. If you do not, you could face a fine, a misdemeanor charge, or a civil lawsuit.

- **Keep juvenile case files private.** You can only use them as California law allows.
- **Don't share records** unless the law allows it or the juvenile court gives written permission.
- **Redact identifying information.** Remove any name or detail about other children or people who aren't part of this case—unless the court specifically says not to.
- **Follow other privacy laws.** If federal or state laws make part of the file private, you must not share it either. For a list of some applicable confidentiality laws, refer to item ② on the *Order Granting Welfare and Institutions Code Section 827 Petition Attachment: Required Redactions* (form JV-576).
- **Don't attach or file juvenile records in other cases unless:**
 - You have a court order from the juvenile court's presiding judge, or
 - They're being used in:
 - An adult criminal case involving this juvenile;
 - The juvenile case; or
 - Certain civil cases allowed under Welfare and Institutions Code section 827(a)(1)(W)(vi).

- ⑩ I understand the above admonitions. I declare under penalty of perjury under the laws of the State of California that the information in this form is true and correct and that I will comply with the requirements listed above. This means that if I lie on this form or fail to comply, I may be found guilty of a crime.

Date: _____

Type or print your name_____
Sign your name

CIV-180/JV-568 Proof of Destruction of
Juvenile Case File Records

Clerk stamps date here when form is filed.

DRAFT
Not approved by
the Judicial Council

Civil attorneys authorized under Welfare and Institutions Code section 827(a)(1)(W) may use this form to file proof of destruction of the juvenile case file records received with the court, as required by rule 5.552(f)(2)(E).

- 1 a. Name: _____ State Bar No.: _____
Firm Name: _____
- b. Your contact information
Address: _____
City: _____ State: _____ Zip: _____
Telephone: _____ Fax: _____
Email Address: _____

Fill in court name and street address:
Superior Court of California, County of

2 Name of attorney who requested records:

Fill in case number, if known:
Civil Case Number:

3 The request for records from juvenile case (case no.):
was made on (date):

Juvenile Case Number:


4 The final judgment in the civil proceeding is not subject to further appeal and was entered on
(date):

5 All juvenile case file records obtained under Welfare and Institutions Code section 827(a)(1)(W) were destroyed on
(date):

6 I declare under penalty of perjury under the laws of the State of California that the information in this form is true
and correct.

Date: _____

Type or print your name

 _____
Sign your name