

## Instruction for Inquiry of Appeal Rights

**ONLY** the person who has a substantiated finding of child abuse or neglect may inquire about their appeal rights with the child welfare agency that made the finding.

*When a person named in a report has a substantiated finding from a child welfare agency, they will be sent a written notification of the substantiated finding. That person may then request an administrative appeal of the substantiation of the report by submitting a written request to the agency which provides child welfare services within 15 days after the date on which the agency sent the written notice as required. (See [NRS 432B.315](#) and [NRS 432B.317](#) for more information).*

To inquire about your appeal rights, identify the county you resided in at the time the child welfare agency was involved and contact the appropriate agency listed below:

**Clark County Department of Family Services (Las Vegas/Henderson area)**

(702) 455-8160 (Appeals)

[DFSAppeals@ClarkCountyNV.gov](mailto:DFSAppeals@ClarkCountyNV.gov)

**Washoe County Human Services Agency (Reno/Sparks area)**

(775) 337-4529 or (775) 337-4459

Fax: (775) 785-8648

Mail: 350 S. Center Street, Reno, NV 89501

**Division of Child and Family Services (ALL other counties in Nevada)**

(775) 684-1930

2533 N. Carson Street, Suite 100

Carson City, NV 89706

[DCFSAppeals@dcfs.nv.gov](mailto:DCFSAppeals@dcfs.nv.gov)

If you are uncertain of the county in which you resided when the substantiated finding was made please contact [DCFS-CANS@dcfs.nv.gov](mailto:DCFS-CANS@dcfs.nv.gov) to request this information.