

CAPMIS Tools

Safety Assessment	Purpose <ul style="list-style-type: none"> Point in time documentation of the assessment of safety Determines if a threat of serious harm is present in a child's environment Determines whether or not the child's caregivers are able and willing to protect the child Determines the child's unique characteristics that impact vulnerability Examines the family's history of child abuse and neglect Required for all child abuse, neglect, and dependency reports
	Timeframes <ul style="list-style-type: none"> Requires face-to-face contact with the child and one parent, guardian, or caregiver to assess child safety within four working days from the date the report was screened in Entered and approved in SACWIS within 10 working days from the date the report was screened in
Safety Plan	Purpose <ul style="list-style-type: none"> A specific and concrete strategy for controlling an active safety threat Implemented immediately when a caregiver's protective capacities are not sufficient to manage active safety threats Supplements protective capacities with specific action steps or activities Identifies responsible persons to assist in controlling the active safety threat Identifies how the activities will be monitored Requires signature of parents, guardian, or custodian and all responsible persons to document agreement and understanding of voluntary plan Remains active until the protective capacities control or mitigate the active safety threat (not time limited)
	Types of Safety Plans <ul style="list-style-type: none"> In-Home Safety Plan Out-of-Home Safety Plan Legally Authorized Out-of-Home Placement (Court Order Temporary Custody to PCSA or relative/kin)
	Monitoring Requirements <ul style="list-style-type: none"> In-home safety plan is monitored by weekly home visits with face-to-face contact with each child and parent, guardian, or custodian residing in the home. Out-of-home safety plan is monitored by weekly contact with the children or persons responsible for an action step either by telephone or face-to-face. Also, face-to-face contact with each child, parent, guardian, or custodian involved every other week.

*Developed by: ODJFS Child Protective Services Policy

Family Assessment	Purpose <ul style="list-style-type: none"> • Reassesses safety at the conclusion of the assessment/investigation period • Clinical Risk Assessment of functioning for the child, adults, and family in determining strengths and needs • Identifies risk contributors, non-risk contributors, and strengths in the family system which inform service needs • Identifies the family's perception of their own strengths and areas of need • Identifies contributing factors and underlying conditions that influence the maltreatment dynamic • Actuarial Risk Assessment which determines likelihood of future child maltreatment • Determines whether the case should be open for ongoing services, referred for community services, or closed • Examines service plan recommendations for all cases referred for ongoing services • Should only be completed once per case episode
	Timeframes <ul style="list-style-type: none"> • Required for all child abuse, neglect, and dependency reports • Required for all family in need of services reports if transferred for ongoing service provision except deserted child, permanent surrender, emancipated youth, or ICPC reports • Requires an assessment of the alleged child victim's family including: <ul style="list-style-type: none"> ○ Siblings of the alleged child victim, including step or half siblings residing in the home ○ Parent, guardian, custodian, or caregiver residing in the home of the alleged child victim ○ Paramour of the custodial parent, guardian, custodian, or caregiver residing in the home ○ Children of the paramour residing in the home ○ Other children residing in the home of whom the parent, guardian, custodian, or caregiver has custody or guardianship ○ A related or unrelated adult residing in the home having routine responsibility for care of the alleged child victim victim/child subject of the report and siblings • Required to be completed within 45 days from the date the PCSA screened in the report
Specialized Assessment Investigation Tool (SAIT)	Purpose <ul style="list-style-type: none"> • Captures the requirements of child abuse or neglect reports when the alleged perpetrator meets one or more of the following criteria: <ul style="list-style-type: none"> ○ Is a person responsible for the alleged child victim's care in an out-of-home care setting as defined in rule 5101:2-1-01 of the Administrative Code ○ Is a person responsible for the alleged child victim's care in out-of-home care as defined in section 2151.011 of the Ohio Revised Code ○ Has access to the alleged child victim by virtue of his/her employment by or affiliation to an institution ○ Has access to the alleged child victim through placement in an out-of-home care setting • Assesses safety in an out-of-home care setting. This is the <u>ONLY</u> CAPMIS Tool that assesses child safety in out-of-home care. • Captures the findings and summary of investigation, including interviews, the report disposition, pre- and post-investigation notifications requirements
	Timeframes <ul style="list-style-type: none"> • Required to be completed within 45 days from the date the PCSA screened in the report

*Developed by: ODJFS Child Protective Services Policy

Ongoing Case Assessment Investigation Tool (OCAIT)	Purpose <ul style="list-style-type: none"> • Capture the assessment/investigation of a child abuse, neglect, or dependency reports if the report is linked to an open case that has had a family assessment completed for the case episode • Reassesses safety at the conclusion of the assessment/investigation period • Actuarial Risk Reassessment to determine the likelihood of future child maltreatment • Determines whether the case should continue to be open for ongoing services, referred for community services, or closed • Examines service plan recommendations for all cases referred for ongoing services • Examines the need for any changes in service planning as a result of the information gathered during the assessment/investigation
	Timeframes <ul style="list-style-type: none"> • Required to be completed within 45 days from the date the PCSA screened in the report • Requires an assessment of the alleged child victim's family including: <ul style="list-style-type: none"> ○ Siblings of the alleged child victim, including step or half siblings residing in the home ○ Parent, guardian, custodian, or caregiver residing in the home of the alleged child victim ○ Paramour of the custodial parent, guardian, custodian, or caregiver residing in the home ○ Children of the paramour residing in the home ○ Other children residing in the home of whom the parent, guardian, custodian, or caregiver has custody or guardianship ○ A related or unrelated adult residing in the home having routine responsibility for care of the alleged child victim victim/child subject of the report and siblings
Family Case Plan	Purpose <ul style="list-style-type: none"> • Provide a clear, behaviorally specific, and measurable guide to effectuate behavioral change to reduce or mitigate risk to the child • Addresses the conditions influencing risk to the child based on the assessment of the family's strengths and needs • Contains a comprehensive visitation plan for children placed out of the home • Required for all cases receiving services beyond the assessment/investigation phase

*Developed by: ODJFS Child Protective Services Policy

	<p>Timeframes</p> <ul style="list-style-type: none"> • Required to develop and complete the case plan no later than 30 days after whichever of the following occurs first: <ul style="list-style-type: none"> ○ Parent, guardian, or custodian and agency agree to the provision of supportive services ○ The date the complaint was filed ○ The date the child was placed in shelter care ○ Prior to the adjudicatory hearing • Required to be updated within seven days from any of the following: <ul style="list-style-type: none"> ○ Conditions of either the child or parent change and affect the legal status of the child or the provision of supportive services ○ A change in the goal for the child and/or changes family members are needed to address to alleviate concerns ○ The child needs to be placed in a substitute care setting, returned to her caregiver, or moved to another substitute care setting ○ The child attains the age of 14 and independent living and life skill services are offered ○ A change in the visitation plan for a child ○ A party must be added or deleted from the Family Case Plan • Requires face-to-face contact with each caregiver and child participating in and being provided services through the Family Case Plan no less than monthly to monitor progress on the Family Case Plan objectives • At least one contact every two months must be made in the caregiver's home • If the initial attempt to complete a face-to-face contact is unsuccessful, requires an attempt to make a minimum of two additional attempts to complete the face-to-face contact within the calendar month
<p>Case Review</p>	<p>Purpose</p> <ul style="list-style-type: none"> • Reassesses child safety, including a review of Safety Factors, Child Vulnerability, Protective Capacity, and Safety Response • Clinical Risk Assessment of functioning for the child, adults, and family, as well as a review of history, in determining strengths and needs • Identifies risk contributors, non-risk contributors, and strengths in the family system which inform service needs • Actuarial Risk Reassessment to determine the likelihood of future child maltreatment and evaluate changes in the level of risk to the child in his own home (actuarial risk reassessment) • Update the family's perception of their own strengths and areas of need • Identifies contributing factors and underlying conditions that influence the maltreatment dynamic • Evaluate the effectiveness of supportive services provided to the child and caregivers • Identify barriers to the provision of services and recommended Family Case Plan updates • Prevent removal of child from his own home or examination of conditions that resulted in child's removal • Determines whether the case should remain open for ongoing services or closed

*Developed by: ODJFS Child Protective Services Policy

	<p>Timeframes</p> <ul style="list-style-type: none"> Completed on all cases receiving services beyond the assessment/investigation time period via the Family Case Plan Required to be completed no later than every 90 days from whichever of the following activities occurs first: <ul style="list-style-type: none"> Original PCSA court complaint date Date of placement Date of court ordered protective supervision Date of parent, guardian, or custodian's signature on the Family Case Plan, for in-home supportive services only Required to be completed in conjunction with the semiannual administrative review every 180 days
Semiannual Administrative Review (SAR)	<p>Purpose</p> <ul style="list-style-type: none"> Assess and update the permanency plan for the child Assess the appropriateness of supportive services offered and provided to the child and parents A Case Review is completed in conjunction with the SAR Evaluate whether services provided to the child and parents will assist in the child safely reunifying Assess safety and appropriateness of the placement setting of the child Evaluate child well-being, including education, health issues, and independent living services Determine if a plan to locate a permanent family placement for the child should occur concurrently with reasonable efforts to safely return the child to his own home Engage parties to the case plan in a review of the progress of the case
	<p>Timeframes</p> <ul style="list-style-type: none"> Completed on all cases receiving services beyond the assessment/investigation time period via the Family Case Plan Required to be completed no later than every 180 days from whichever of the following activities occurs first: <ul style="list-style-type: none"> Original PCSA court complaint date Date of placement Date of court ordered protective supervision Date of parent, guardian, or custodian's signature on the Family Case Plan, for in-home supportive services Cannot be completed more than 30 days prior to the due date
Reunification Assessment	<p>Purpose</p> <ul style="list-style-type: none"> Timely and frequent review of the past and present child safety issues in the removal home Assess parental compliance with court orders Assess current family conditions and dynamics Assess current family resources, strengths, and protective capacities Determine if reunification is possible Determine services necessary to support successful reunification

*Developed by: ODJFS Child Protective Services Policy

Timeframes

- Required for any child placed out of the home through either a voluntary out-of-home safety plan or a legally authorized out-of-home placement for 30 days or more
- Must be completed:
 - Prior to the reunification of a child to his removal home
 - When the risk level is reduced to moderate or below
 - During the completion of the SAR for a child placed out of his home for 30 days or more if any of the following apply:
 - An out-of-home safety plan has been implemented
 - The Family Case Plan goal and services are to support reunification of the child to the removal home
 - A legally authorized out-of-home safety plan has been implemented
 - Parental rights have not been terminated
 - No more than 60 days prior to any court hearing for a child in the PCSA's temporary custody

***Developed by: ODJFS Child Protective Services Policy**