

SB193 Unfounded Review Reports/Indicated Review Report
November 21, 2019 Initial Report to the General Assembly

From SB0193

- A. If the Department intends to classify a report as unfounded and it is subject to review, the review must be completed prior to classifying the report as unfounded. The Deputy Director of Child Protection oversees a review process that ensures the department reviews a random sample of at least 5% of child abuse and neglect reports involving a child compulsory school age 0-5. Review must be done by the Area Administrator within 15 days of when the final unfounded finding is entered. If the Area Administrator determines that the recommendation of an unfounded finding is inconsistent with the Department's rules and procedures the Area Administrator shall document this in an Unfounded Review Report. This report must be forwarded to the investigator, supervisor, Regional Administrator, and Deputy Director of Child Protection to ensure appropriate corrective steps are taken before the final finding is entered. The Report must be included in the investigative file.
- B. If the Department intends to classify a report as indicated and it is subject to review, the review must be completed prior to classifying the report as indicated. The Deputy Director of Child Protection oversees a review process that ensures the Department reviews a random sample of at least 5% of child abuse and neglect reports involving a child compulsory school age 0-5, the child is not a youth in care, and the Department is not opening a case for any type of services, including situations where the family refuses services. Review must be done by the Area Administrator within 15 days of when the final indicated finding is entered. If the Area Administrator determines that the recommendation of an indicated finding is inconsistent with the Department's rules and procedures the Area Administrator shall document this in an Indicated Review Report. This report must be forwarded to the investigator, supervisor, Regional Administrator and Deputy Director of child protection to ensure appropriate corrective steps are taken before the final finding is entered. The Report must be included in the investigative file.

Unfounded Review Report

The Department created a data report that captures the investigations that are in pending status with a recommended finding of unfounded with a child of compulsory school age 0-5. On a monthly basis, 5% of these investigations are pulled and given to the assigned Area Administrator for review while it remains pending.

The Unfounded Review Report is completed by the Area Administrator reviewing the case. If upon completion of the review of the case the Area Administrator determines that the unfounded report is inconsistent with the Department's rules and procedures, the Area Administrator provides oversight and supervision to the investigation and documents on the Unfounded Review Report the summary and rationale for the alternative finding. The Area Administrator places a copy of the Report into the physical file and submits it to the Deputy Director of Child Protection via email.

The Deputy Director of Child Protection will provide to the General Assembly an *Unfounded Review Executive Summary Report* on December 1 and June 1 of each year, with the first report subsequent to

this one to be submitted June 1, 2020. This Executive Summary will include the number of unfounded reports as well as the findings and recommendations. The summary will further describe steps that will be taken to implement the recommendations.

Indicated Review Report

The Department created a data report that captures the investigations that are in pending status with a recommended finding of indicated with a child of compulsory school age 0-5, the child is not a youth in care and the department is not opening a case for any type of services, including situations where the family refuses services. On a monthly basis, 5% of these investigations are pulled and given to the assigned Area Administrator for review while it remains pending.

The Indicated Review Report is completed by the Area Administrator reviewing the case. If upon completion of the review of the case the Area Administrator determines that the indicated report is inconsistent with the Department's rules and procedures, the Area Administrator provides oversight and supervision to the investigation and documents on the Indicated Review Report the summary and rationale for the alternative finding. The Area Administrator shares the report with the investigator, the supervisor, and the Regional Administrator. The Area Administrator places a copy of the Report into the physical file and submits it to the Deputy Director of Child Protection via email.

The Deputy Director of Child Protection will provide to the General Assembly an *Indicated Review Executive Summary Report* on December 1 and June 1 of each year, with the first report subsequent to this one to be submitted June 1, 2020. This Executive Summary will include the number of indicated reports as well as the findings and recommendations. The summary will further describe steps that will be taken to implement the recommendations.