

Nancy K. Keeling, OSPC Administrator  

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**Authorized Signature**

**Number:** CW-AR-05-003  
**Issue Date:** 05/17/2005

**Topic:** Systems Issues

**Due Date:** 06/01/2005

**Subject:** Child Safety Decisions at Reunification

**Applies to (check all that apply):**

- |   |   |
|---|---|
| <input type="checkbox"/> All DHS employees                        | <input type="checkbox"/> County Mental Health Directors       |
| <input type="checkbox"/> Area Agencies on Aging                   | <input type="checkbox"/> Health Services                      |
| <input checked="" type="checkbox"/> Children, Adults and Families | <input type="checkbox"/> Seniors and People with Disabilities |
| <input type="checkbox"/> County DD Program Managers               | <input type="checkbox"/> Other (please specify):              |

**Action Required:**

To ensure the safety of children, CAF administration is directing that, effective immediately (January 21, 2005 E-mail), any reunification plan for a foster child with his/her family must be reviewed with the casework supervisor to ensure that there has been a thorough review of parental protective capacity and that all known safety threats have been resolved. The review must occur and be documented in the case record prior to the return of the child.

Supervisory review of the reunification plan will include, but not be limited to, the following:

1. Review of the identified safety threats and abusive behavior that caused the child to be placed in out of home care.
2. Assurance that all critical community partners and representatives from involved agencies have been included in the decision making process and that the broader system information, such as criminal justice interventions, is clearly understood, considered and documented in the safety review process.
3. Review of current safety plans, service agreements and most recent court orders to ensure successful completion and demonstrated change in behavior and/or environment.
4. Review of all evaluation and treatment documents to determine the documented outcome of recommendations, prognosis, and change in parental protective capacity related to child safety concerns. There must also be assurance that treatment recommendations have been followed and needed reports have been received and reviewed.

5. Discussion regarding current home environment. There must be documentation as to when the caseworker last visited the family to which the child is being returned. If any concerns were noted, there must be documentation as to how the worker confirmed that the concerns have been addressed and resolved. Also, there must be documentation of all persons residing in the home. CPS and criminal records must be reviewed on all household members.
6. Assurance that the plan for in home supervision is appropriate and specific as to how the supervision will be executed.

**Reason for Action:**

This directive was issued to the field on January 21, 2005, via E-mail from Ramona Foley, Jim Neely, and Nancy Keeling. As a result of the new CAF process to memorialize Action Requests, Information Memoranda, and Policy Transmittals, it was determined this directive warranted a formal Action Request memo. Currently, efforts are underway to formalize this activity in policy revisions, I-AB.5

**Field/Stakeholder review:**       Yes       No

**If yes, reviewed by:**

*If you have any questions about this action request, contact:*

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