

Lois Ann Day
Authorized Signature

Number: CW_IM_09_015
Issue Date: 07/15/2009

Topic: Protective Services

Subject: Modifications to FACIS in screening and assessment

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 type="checkbox"/> | Children, Adults and Families | <input type="checkbox"/> | Seniors and People with Disabilities |
| <input type="checkbox"/> | County DD Program Managers | <input checked="" type="checkbox"/> | Other (please specify): Child Welfare staff, specifically screeners, screening supervisors, CPS workers and CPS supervisors. |

This message is to inform staff of two changes to FACIS that will be in place on **Tuesday, July 21st**.

Sex trafficking and child prostitution

Who will this impact: Screeners, Screening Supervisors

What is the change: A check box has been added in the detail page of the screening template in FACIS that states: *Information reported identifies sex trafficking and/or child prostitution.*

Workload impact: If a screener receives information on a CPS or non-CPS report that relates in any way to sex trafficking or child prostitution then the screener would check the box. The information may, but does not need to, be a report of abuse or neglect. The checkbox remains unchecked when no such information is received.

Why: By understanding how prevalent sex trafficking and child prostitution is within the population Child Welfare serves, it allows for better assessment of training and resource needs.

Implementation: The checkbox will be in FACIS starting on Tuesday July 21st and the expectation is that screening staff will begin collecting the data at that time. This information memorandum and FACIS release will be the only mechanisms for

informing staff. It was determined that training was not necessary to convey the change and expectation. If, however, there are questions, or additional direction is determined to be necessary, please contact the CPS consultant assigned to your district.

Reporter notification

Who will this impact: CPS caseworkers and CPS supervisors

What is the change: On the protective service page of the CPS assessment in FACIS the date field titled “reported back to referral source” will be replaced with a button that is titled “reporter notification”. The worker will be required to click the button and then answer the question (from a drop down list with existing selections) and fill in a date.

The question will read: *Notified reporter whether contact was made with the child(ren), whether the Department determined that child abuse or neglect occurred, and whether services will be provided.*

The drop down selections will read:

Yes

No, reporter did not provide contact information

No, contact information reporter provided is not valid

No, not permitted under ORS419B.035

The *No* selections are consistent with the only reasons permitted for not notifying the reporter. In addition, to choosing a selection from the drop down list, there will be a date box where, when the answer is *Yes*, the worker identifies the date the contact with the report occurred.

Workload impact: The new drop down box will require an additional step for CPS workers when completing their assessment and an additional field for CPS supervisors to review. Because there was previously a date field with the title “reported back to referral source” that will be removed when the new question/design is put into place, the new step should not require a large transition. While, the new step does require choosing a selection from a drop down box (this is the only part that will be new workload), the date field will not be new. Also, the contact to the reporter is not a new requirement and, therefore will not create new workload either.

Why: There have been multiple requests by legislators for data around this requirement which is also required by statute. Since the current date field is not mandatory it has not been completed on a consistent basis, therefore, the current data is unreliable and inaccurate.

Related administrative rule: I-AB.4, “CPS Assessment”, specifically:
413-015-0470

Notifications

- (1) Requirements for Providing Notifications. The CPS worker must:
(a) Unless the Department determines that disclosure is not permitted under ORS 419B.035, notify the reporter, if the reporter provided the Department with contact information, whether contact was made, whether the Department determined that child abuse or neglect occurred, and whether services will be provided.

Implementation: The drop down box will be a required field in FACIS starting on Tuesday July 21st and the expectation is that CPS staff will begin collecting the data at that time. This information memorandum and FACIS release will be the only mechanisms for informing staff. It was determined that training was not necessary to convey the change and expectation. If, however, there are questions, or additional direction is determined to be necessary, please contact the CPS consultant assigned to your district.

If you have any questions about this information, contact:

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