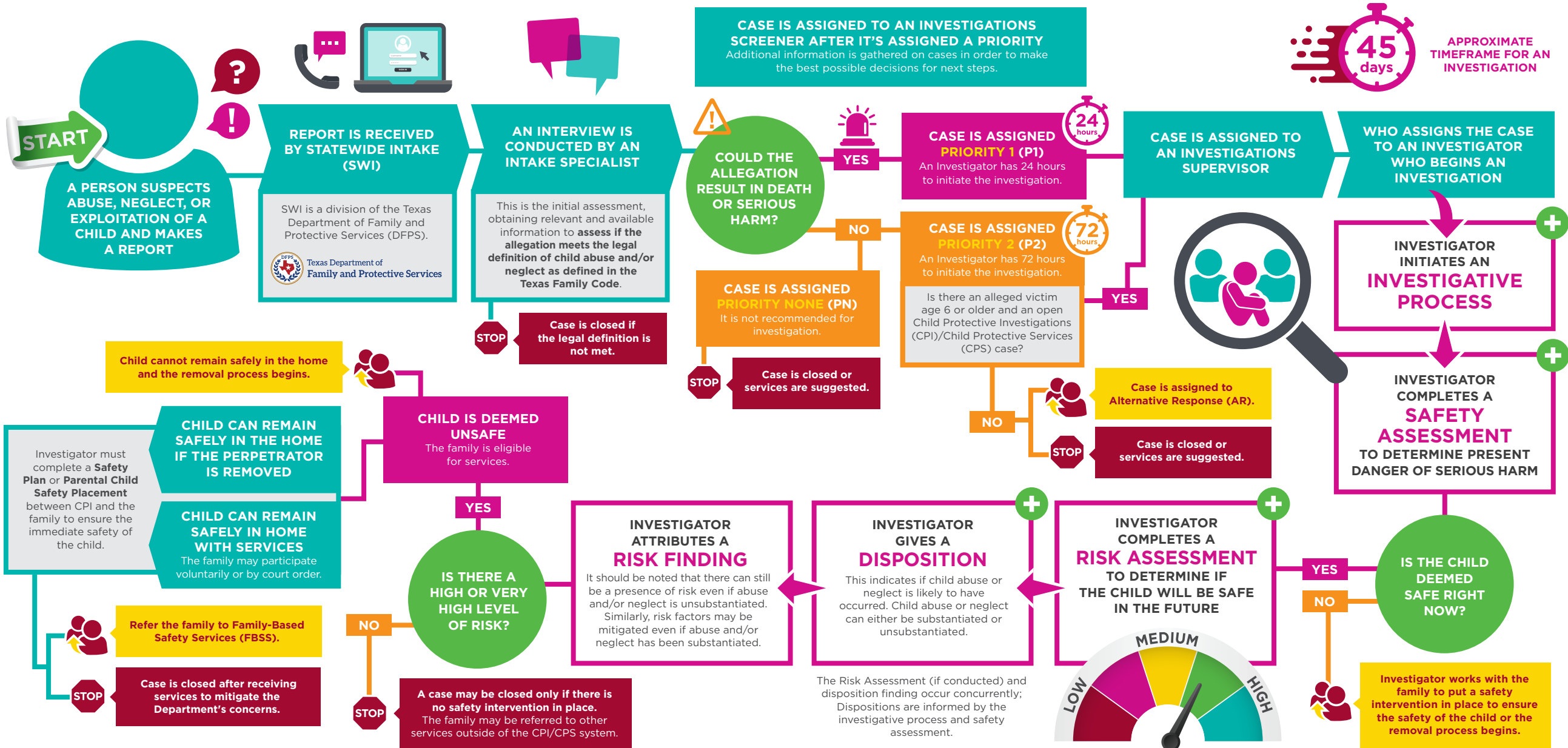


HOW AN INVESTIGATION IS PERFORMED

LEGEND

- Learn more on the reverse side
- Case is assigned or referred to another stage of service
- Case is closed





INVESTIGATIVE PROCESS

Before initial contact with the child or family, the Investigator:

- Reads the intake for indications of safety and risk concerns
- Confers with the supervisor to identify issues needing attention (this occurs throughout the investigative process)
- Arranges a joint investigation with law enforcement, if necessary
- Contacts the reporter, if appropriate
- Checks abuse/neglect histories on the following:
 - Alleged victim and perpetrator
 - Parent or legal guardian of the child/victim
 - Caretaker
 - Other adults in the home
- Conducts comprehensive criminal background reviews on all those who are 14 years and older living in the home

The Investigator assesses:

- Patterns of maltreatment
- Previous conditions in the home related to serious harm of the child
- The family's ability to protect the child from harm in the past
- The child's vulnerability to harm
- Success of prior interventions and the family's response to interventions
- Previous investigations closed as Unable to Complete

The Investigator interviews:

- The alleged victim and perpetrator, parent or legal guardian of the child, caretaker, other children and adults in the home, collateral sources (i.e., school personnel, medical professionals, neighbors, friends, family members not living in the home but who can provide information about the family, etc.)

SAFETY ASSESSMENT

The Investigator completes a Safety Assessment by reviewing the following:

Child vulnerability:

- Child's age (0-5)
- Medical or mental health diagnosis or suspected diagnosis
- Lack of support system
- Diminished mental or physical capacity

Current Indicators of Danger:

- Serious physical harm or threat of serious physical harm
- Suspected sexual abuse of the child
- Unwillingness/inability of the caregiver to protect the child from serious harm
- Inconsistent or questionable explanation of an injury
- Unmet basic, supervision, and/or physical/mental health needs
- Hazardous or threatening physical living conditions
- Impaired ability of the caregiver to supervise, protect, or care for the child due to substance use, emotional instability, developmental status, or cognitive deficiency
- Domestic violence posing imminent danger of serious physical and/or emotional harm
- Child considered a danger to self or others as a result of the caregiver's language and behaviors toward the child
- Family is uncooperative (refusing access/hiding child)
- Child maltreatment patterns combined with current circumstances

Protective Capacity:

- Strengths of those in the household
- Protective actions/strategies

RISK ASSESSMENT

The Investigator completes a Risk Assessment by reviewing the following:

- Current referral information
- Quality of care provided to the child
- Number of children involved
- Caregiver support network
- Age of the youngest child
- CPS history of adults in the home (as an adult or child) and if ongoing services were previously provided
- Caregiver characteristics, including psychological/emotional support and disciplinary practices
- Previous and current characteristics of the child in the home, to include fragility, drug exposure, disabilities, mental health, or behavior issues
- Caregiver perception of the incident
- Previous and current mental health and substance use issues for caregivers in the home
- Domestic violence in the home in the past year
- Housing

DISPOSITION

The Investigator gives a disposition

- **Administrative Closure** - There are no longer grounds for a CPI investigation
- **Unable to Complete** - Before a conclusion could be made, the family moved and could not be located or the family refused to cooperate with the investigation
- **Unable to Determine** - There is no preponderance of evidence of child abuse or neglect, it is not reasonable to conclude child abuse or neglect has not occurred, and the family did not move or become unable to locate.
- **Ruled Out** - Based on available information, child abuse or neglect did not occur
- **Reason to Believe** - Based on the preponderance of evidence, it is believed that child abuse and/or neglect occurred