

North Carolina Case Decision Summary/Initial Family Services Agreement

(Factual Findings of the CPS Assessment, Safety Assessment, Risk Assessment, and SEEMAPS)

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|---|--|-----------------------|----------------|------------------------|------------------------|---------------------|---------------------|---------------------------|---------------------------|------------------------|-----------------------------|-------------------|----------|-----------------|----------|-------------------|-------------------|----------------|----------------------|-------------------|--|--|------------------------------------|
| <p style="text-align: center;">Case Decision</p> <p>Date of Report: _____ County Case Number: _____</p> <p>Investigative Assessment Unsubstantiate (U): _____ Substantiate (S): _____</p> <p>Family Assessment Services Needed (SN): _____ Services Recommended (SR): _____ Services Not Recommended (SNR): _____ Services Provided, No longer needed (SP): _____</p> <p>Date of Case Decision: _____</p> | <p style="text-align: center;">Maltreatment Findings <i>(Complete for Investigative Assessments ONLY)</i></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">Physical Abuse: _____</td> <td style="width: 50%; border: none;">Neglect: _____</td> </tr> <tr> <td style="border: none;">Emotional Abuse: _____</td> <td style="border: none;">_____ Imp. Supervision</td> </tr> <tr> <td style="border: none;">Sexual Abuse: _____</td> <td style="border: none;">_____ Improper Care</td> </tr> <tr> <td style="border: none;">Delinquent Acts Involving</td> <td style="border: none;">_____ Improper Discipline</td> </tr> <tr> <td style="border: none;">Moral Turpitude: _____</td> <td style="border: none;">_____ Environment Injurious</td> </tr> <tr> <td style="border: none;">Human Trafficking</td> <td style="border: none;">_____ DV</td> </tr> <tr> <td style="border: none;">(Sexual): _____</td> <td style="border: none;">_____ SA</td> </tr> <tr> <td style="border: none;">Human Trafficking</td> <td style="border: none;">_____ Abandonment</td> </tr> <tr> <td style="border: none;">(Labor): _____</td> <td style="border: none;">_____ Safe Surrender</td> </tr> <tr> <td style="border: none;">Dependency: _____</td> <td style="border: none;">_____ Improper medical/ remedial care</td> </tr> <tr> <td style="border: none;"></td> <td style="border: none;">_____ Violation of Adoption Law</td> </tr> </table> | Physical Abuse: _____ | Neglect: _____ | Emotional Abuse: _____ | _____ Imp. Supervision | Sexual Abuse: _____ | _____ Improper Care | Delinquent Acts Involving | _____ Improper Discipline | Moral Turpitude: _____ | _____ Environment Injurious | Human Trafficking | _____ DV | (Sexual): _____ | _____ SA | Human Trafficking | _____ Abandonment | (Labor): _____ | _____ Safe Surrender | Dependency: _____ | _____ Improper medical/ remedial care | | _____ Violation of Adoption Law |
| Physical Abuse: _____ | Neglect: _____ | | | | | | | | | | | | | | | | | | | | | | |
| Emotional Abuse: _____ | _____ Imp. Supervision | | | | | | | | | | | | | | | | | | | | | | |
| Sexual Abuse: _____ | _____ Improper Care | | | | | | | | | | | | | | | | | | | | | | |
| Delinquent Acts Involving | _____ Improper Discipline | | | | | | | | | | | | | | | | | | | | | | |
| Moral Turpitude: _____ | _____ Environment Injurious | | | | | | | | | | | | | | | | | | | | | | |
| Human Trafficking | _____ DV | | | | | | | | | | | | | | | | | | | | | | |
| (Sexual): _____ | _____ SA | | | | | | | | | | | | | | | | | | | | | | |
| Human Trafficking | _____ Abandonment | | | | | | | | | | | | | | | | | | | | | | |
| (Labor): _____ | _____ Safe Surrender | | | | | | | | | | | | | | | | | | | | | | |
| Dependency: _____ | _____ Improper medical/ remedial care | | | | | | | | | | | | | | | | | | | | | | |
| | _____ Violation of Adoption Law | | | | | | | | | | | | | | | | | | | | | | |

| Parent/Guardian/Custodian/Caretaker/Agency/ Foster Home/Group Care/Institution | Relationship to Child | Perpetrator(s) | | | |
|---|--------------------------|----------------|--|-----|------|
| 1) | | Yes: | | No: | N/A: |
| 2) | | Yes: | | No: | N/A: |
| 3) | | Yes: | | No: | N/A: |
| 4) | | Yes: | | No: | N/A: |

| CHILDREN | | | | | |
|---|-----|---------------------------------|------|-----|---------------------------------|
| <i>Indicate findings for each child. (Circle one)</i> | | | | | |
| NAME | AGE | CASE DECISION FOR EACH CHILD | NAME | AGE | CASE DECISION FOR EACH CHILD |
| 1) | | S U SN SR SNR SP | 5) | | S U SN SP SR SNR |
| 2) | | S U SN SR SNR SP | 6) | | S U SN SP SR SNR |
| 3) | | S U SN SR SNR SP | 7) | | S U SN SP SR SNR |
| 4) | | S U SN SR SNR SP | 8) | | S U SN SP SR SNR |

| DISPOSITION OF CASE |
|--|
| Case Closed (Date) _____ Transferred to: _____ County (Date) _____ Case transferred to CPS In-Home Services (Date) _____ Transferred to CPS Out-of-Home Services (Date) _____ Transferred to Voluntary Services (Date) _____ |

Names of Others Present for Staffing: _____

Name of CPR contact (If applicable): _____ Date: _____

Social Worker Signature: _____ Date: _____

Supervisor's Signature: _____ Date: _____

INITIAL FAMILY SERVICES AGREEMENT

This agreement identifies the behavioral needs and activities to be addressed by the CPS In-Home or Out-of-Home Family Services Agreement. It also includes the safety activities (cannot include separation or restriction) from the Temporary Parental Safety Agreement that must remain in place. This agreement is in effect until the In-Home or Out-of-Home Family Services Agreement is developed with the family.

(This page is not used for group care or institutional assessments.)

(It may be used for non-licensed and licensed family foster home providers that are receiving continued CPS services as relative caretakers to children in their home.)

Identify behaviors and needs that affect the child(ren)'s present safety or put the child(ren) at risk of future harm.

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Identify goals / activities that will be included in the In-Home or Out-of-Home Family Services Agreement.

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Identify activities that will ensure child(ren) safety until development of the In-Home Family or Out-of-Home Family Services Agreement.

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SIGNATURES (Received and Reviewed)

| | | | |
|---|--------------|---|--------------|
| Child(ren)'s Parent or Legal Guardian: X | Date Signed: | Child(ren)'s Parent or Legal Guardian: X | Date Signed: |
| Other Party: X | Date Signed: | CPS Social Worker: X | Date Signed: |

North Carolina Case Decision Summary/Initial Family Services Agreement
Structured CPS Assessment Case Decision
Instructions

Determining whether a child(ren) is abused, neglected, or dependent requires careful assessment of all the information obtained during the CPS Assessment process. In making a case decision it is important to assess not only that maltreatment has occurred, but what are the current safety issues, and is there future risk of harm and the need for protection.

It is important to note the difference between safety and risk when completing this form. Safety assessments differs from risk assessments in that safety assesses the child(ren)'s present danger and determines the interventions immediately needed to protect the child(ren). In contrast, the family risk assessment looks at the likelihood of future maltreatment.

The DSS-5228 is one of the Structured Decision-Making tools that must be completed during a CPS Assessment in accordance with North Carolina Child Welfare Policy. Please see [Chapter VIII: Protective Services Section 1408 – Investigative and Family Assessments](#) for further details regarding use of the structured decision-making tools. The DSS-5228 captures the case decision making process that takes place between the social worker and the social work supervisor, as well as, other members of the child welfare team. The agency has the discretion of using the DSS-5228 or the Case Decision section in the DSS-5110. Please note that social workers are not expected to complete both.

The following questions should provide the structure for making a case decision:

1. Has the maltreatment occurred with frequency and/or is the maltreatment severe?
This question applies to the history of the family, any and all maltreatment within the family should be considered when answering this question.

2. Are there current safety issues that indicate the child(ren) is likely to be in immediate danger of serious harm?
This question applies to the situation at the time of the case decision.

If the child(ren) is separated from his/her parent and that separation continues or if the parent's access to the child(ren) is restricted and that restriction continues to be necessary due to safety issues, then this question must be answered Yes, and legal action must be pursued.

If safety issues still exist and a parent is not involved, legal action must be pursued.

3. Are there significant assessed risk factors that are likely to result in serious harm to the child(ren) in the foreseeable future?
This question applies to the current assessed risk factors and how the family is or is not addressing them to result in long term positive behavioral changes.

4. Is the child in need of CPS In-Home or Out-of-Home Services (answer "yes" if the caretaker's protective capacity is **insufficient** to provide adequate protection and "no" if the family's protective capacity is **sufficient** to provide adequate protection)?
This question applies to the situation at the time of the case decision. Services already begun and safety measures taken during the assessment should be considered when answering this question.

To make a case decision to substantiate or find "services needed," the answer to one or more of the above questions must be "yes", and there must be documentation to support the answers included on the case decision tool.

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Note: In determining severity of maltreatment, consideration should be given to the degree of harm, level of severity, extent of injury, egregiousness, gravity and the seriousness of maltreatment. In determining current safety, consider safety issues that exist at the time of making the case decision. If the decision of the Safety Assessment is Safe, and the Family Risk Assessment rating is Low, then the case would not be substantiated or found “services needed,” unless there are unusual circumstances.

Note: A child is a reasonable candidate for foster care in the absence of protective services when the risk level within the family unit is moderate or high.

Note: In cases where poverty is the sole factor of the maltreatment and services were offered and accepted by the parent/caretaker, the case decision should be “unsubstantiated”, “services recommended” or “services not recommended,” unless there are unusual circumstances. In cases when poverty is the sole factor of the maltreatment, and there is an ongoing history/pattern of services being offered and declined and the pattern of maltreatment continues, it would be appropriate to substantiate or find “services needed” if the answers to the above four questions are “yes,” unless there are unusual circumstances.

Whenever a case decision is made on an assessment related to Conflict of Interest cases, the CPR must be a part of the case decision staffing.

Page 1

When the finding is “services needed,” no perpetrator should be identified. Therefore, on Page 1 of the Structured Case Decision Summary, check “N/A” under “Perpetrator.” For each child, indicate in the “Children” section the individual case decision by circling the appropriate choice. Following is the key for these choices: S (Substantiated), U (Unsubstantiated), SN (Services Needed), SP (Services Provided, No Longer Needed), SR (Services Recommended), SNR (Services Not Recommended).

Page 3

Page 3 of this form serves as the Initial Family Services Agreement. Development of the first two sections of this page should occur after completion of the Strengths & Needs Assessment and Risk Assessment. The needs and behaviors of concern should come directly from those assessments. The third section of this Initial Family Services Agreement should include activities from the Temporary Parental Safety Agreement that must remain in place to ensure safety for the child(ren) until the In-Home or Out-of-Home Family Services Agreement is developed with the family.

This page should be provided to the family within 7 days of the case decision. This document will identify what safety interventions are still required to ensure child(ren) safety. All activities entered on the section of the document, “Identify activities that will ensure child safety until development of the In-Home or Out-of-Home Agreement”, should include activities that the parents already agreed to during development of the Temporary Parental Safety Agreement. This language should be copied from the Temporary Parental Safety Agreement and placed in this section. In addition this document communicates to the family the behaviors, needs, and goals that will be addressed with development of the In-Home or Out-of-Home Family Services Agreement. The social worker should use this as an opportunity to discuss with the family the CFT that will occur within 30 days of the case decision when the In-Home or Out-of-Home Family Services Agreement will be developed in partnership with the family.

This document may also be provided to those non-licensed and licensed family foster home providers that are receiving continued CPS Services as caretakers to relative children in their home. When this page is provided to the family, the parents should be asked to sign indicating that they have received the document.

**North Carolina Case Decision Summary/Initial Family Services Agreement
Structured CPS Assessment Case Decision
Instructions**

Page 4

For assessments involving licensed foster homes/facilities, complete the section labeled “RECOMMENDATIONS FOR DSS or DHSR,” and fax the entire form with the Notification of CPS Case Decision ([DSS-5282](#)) to the appropriate licensing agency within seven (7) days.

Only in unusual circumstances should a supervisor and staffing team change the indicated structured case decision. In those cases, the supervisor should complete the “Rationale for Case Decision/Disposition” to justify the change.