**Complete Records Check & Analysis of Reported concerns:**

**ALTERNATIVE RESPONSE ASSESSMENT IF:**

* Infant ≤ 12 months old

AND

* Report is regarding ONLY SEI

**STANDARD CPS ASSESSMENT IF ANY APPLY:**

* Infant > 12 months
* Report contains additional C A/N Concerns
* Siblings are under county/ DHS Custody (consider if CPS or AA to CM is most appropriate)
* Caregiver has Previous Services Required / Confirmed for Physical Abuse, Sexual Abuse or Medical
* History of: Failure to Thrive; Undetermined injury; Fatal Abuse/Neglect; Infant Death (sudden or unexpected)
* Immediate safety concerns Law enforcement and Juvenile Court need to be contacted

**Contact Reporter**

**Complete Face to Face with Caregivers, Infant & Siblings (3 days or <)**

**PRESENT DANGER Assessment/ Safety Plan**

**REVERT TO STANARD CPS IF:**

Parents refuses to sign Agreement and/or ROI’s

Do not have THREE Safety Supports

* Provide parent with AR brochure & Agreement
* Parent signs Agreement & all necessary ROIs
* **THREE** Safety Supports

**ALL SEI ASSESSMENTS**

**(AR and Standard)**

**NEED A**

**PLAN OF SAFE CARE**

**AND need to be MONITORED by the CPS Worker**

(face to face every 2 weeks & weekly contact with Safety Supports)

Assess Protective Capacities & Impending Danger

IF plan is being followed, Complete TOOL 3

STAFF with CPS Supervisor and/or FSS upon completion

Determine if In-Home Referral is needed

**REVERT TO STANARD CPS IF:**

Safety Plan/ Plan of Safe Care in NOT being followed

Change Assessment Type - **Standard CPS Assessment**

Assess Protective Capacities and Impending Danger

Complete Tool 3

Staff with FSS - CLOSE CASE

Close case with Alt. Response Determination