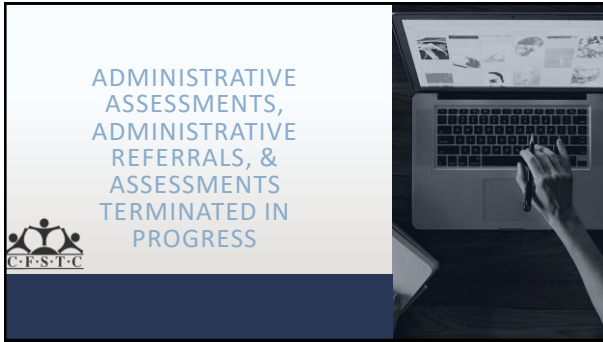
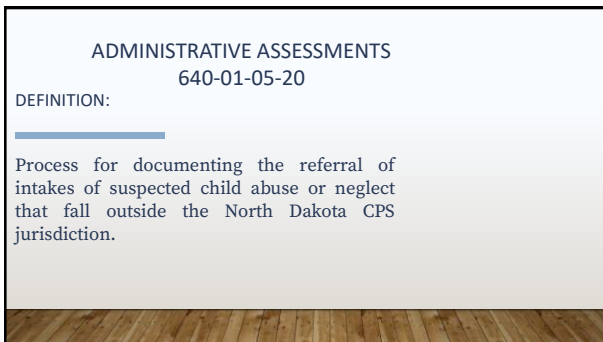




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ADMINISTRATIVE ASSESSMENTS
640-01-05-20-01
CRITERIA FOR ADMINISTRATIVE ASSESSMENT:

- Concerns clearly fall outside the law
- Reporter can give no credible or causal reason for suspecting the child has been abused or neglected
- Insufficient information is given to identify or locate the child or family.
- Reason to believe the reporter is willfully making a false report
- Reports in which the suspected child abuse or neglect has been addressed in a prior assessment

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ADMINISTRATIVE ASSESSMENTS
640-01-05-20-05
ADDITIONAL CRITERIA TO CONSIDER:

- Alleged subject is receiving therapy at the human service center, the therapist is the reporter, and the CPS Supervisor, CPS Social Worker and reporting therapist have jointly assessed the information
- Reports made by HSC therapists who have reason to suspect that a child is abused or neglected.
- Reports made by a client receiving HSC services due to a CPS referral

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ADMINISTRATIVE ASSESSMENTS
640-01-05-20-05
ADDITIONAL CRITERIA (CONT.)

- Reports made when a client is receiving HSC Services that are not related to CPS Services.
- The child is receiving HSC services and is the source of information that leads to suspected maltreatment.

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ADMINISTRATIVE ASSESSMENTS

640-01-05-20-10

REPORTS WITH OPEN CASE MANAGEMENT:

Reports made when a client is receiving services through In Home or Foster Care :

- Team consisting of the case worker, the case worker's supervisor and the CPS worker who completed the most recent CPS Assessment and the CPS Supervisor will meet to determine the plan of action
- Considerations will include assessing for present or impending danger, creation or adaptation of any present danger plans and/or safety plans.
- Is additional action needed? FCE Meeting, Court action, etc

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ADMINISTRATIVE ASSESSMENTS

640-01-20-10

REPORTS WITH OPEN CASE MANAGEMENT (CONT)

Reports that should be handled by CPS vs FC or IH Case Manager

- Reports that require extensive collateral information, medical records, etc.
- When concerns of a criminal nature (sexual abuse, severe physical abuse) or if the family has revealed information indicating a child may have been a victim of a crime.

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ADMINISTRATIVE REFERRALS

9

ADMINISTRATIVE REFERRAL
640-01-05-10

DEFINITION:

- Process for documenting the referral of intakes of suspected child abuse or neglect that fall outside of North Dakota CPS Jurisdiction

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ADMINISTRATIVE REFERRAL
640-01-05-10

CRITERIA:

- Reports in which the child named in the report is not physically present in the Zone receiving the report
- Report implicates an individual who is not responsible for a child's welfare (non caretaker)
- Report in which the suspected child abuse or neglect of a Native American child took place on an Indian Reservation and the assessment is the responsibility of the tribal government or BIA.
- The Intake requires a response to a report of Child Sexual Behavior (cross reporting with law enforcement is required)

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ASSESSMENT TERMINATED IN
PROGRESS

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ASSESSMENT TERMINATED IN PROGRESS
640-01-10-40

DEFINITION:

When the information found during the early stages of the assessment process through contacts with collaterals, family members, the children or the subjects leads the CPS Worker to believe that all the reported concerns fall outside the definition in the Child Abuse and Neglect Law (NDCC 50-25.1) The assessment may be terminated in progress.

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ASSESSMENT TERMINATED IN PROGRESS
640-01-10-40

CRITERIA:

Assigned initially as a full assessment but if after some interviews it is determined that no maltreatment took place, the assessment can be terminated.

- Allegations are proven to be untrue
- Assessment is initiated and information is obtained that the family has left the state's jurisdiction
- Assessment is initiated and after due diligence, the child cannot be identified or cannot be located. (please see next slide for definition of "due diligence")

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ASSESSMENT TERMINATED IN PROGRESS
640-01-10-40

"Due Diligence" includes:

- attempted phone contact at least 3x at different times of the day
- (including one after hours) with messages left – document where no phone or no phone number is known
- check master client index through FRAME for contact info
- Inquire with TANF if current address
- Contact the school district for information
- recontact the reporter

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ASSESSMENT TERMINATED IN PROGRESS
640-01-10-40

"Due Diligence" includes:

- contact one or more identified friends or family members
- attempt a visit at last known address and ask individuals at that address
- send a letter to the last known address requesting contact by a specific date.

**** If all of these of these attempts are made and the child is not identified or located, and no additional information can be obtained to determine safety of the child, there would be an Unable to Determine finding made as a result.

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ASSESSMENT TERMINATED IN PROGRESS
640-01-10-40

ADDITIONAL CONSIDERATIONS:

Reports concerning a pregnant woman who has abused a controlled substance for a nonmedical purpose or has abused alcohol are recorded in FRAME as a Pregnant Woman Assessment as there is not a child as defined by 14-10-01 and no decision can be made that meets the definition of "abused child" or "neglected child" as defined in 50-25.1-02.

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