

Child Welfare Pre-Service Training

Putting it All Together Review

Trainer Handouts

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PI Scenarios

Scenario 1: The Intake

You receive an anonymous initial intake at 10:05 A.M. on June 16, 2008:

A mother of 4 young children is reportedly living in a home that is “not fit for humans.” There are people constantly coming and going from the residence all hours of the night. The mother leaves the residence for long periods of time and is believed to be using drugs. The children are always crying and screaming. The oldest child appears to be school age, but the reporter does not think that the child is enrolled in school.

OH2 Pre-Commencement

- * Which maltreatments apply to this investigation?

- * How does the Allegation Matrix assist with your investigation?

- * When does this case need to be commenced?

- * What constitutes a valid commencement?

- * What will you do prior to leaving the office?

- * What information must be provided to the reporter?

- * Will you contact LE and/or the SAO?

- * What interview skills & techniques will you use to engage and interview the mother and the children? What communication barriers may need to be addressed?

PI Scenario 2: Parent Refuses Access

You find no priors on the mother or children and proceed to the residence. Upon arrival at the residence, the mother refuses to open the door and allow you access to the residence.

OH3 Parent Refuses Access

- * What will you do at this point?

PI Scenario 3: Initial Contact

After contacting your supervisor, you are advised to return to the residence and make another attempt to gain access. You are successful, and the mother permits you access to the residence. Upon opening the door, you are hit with a stench of urine and feces, which is located throughout the residence, including the carpets and furniture. You observe 4 children under the age of 7, all of which are minimally clothed and dirty. All of the children appear to be small for their ages and cry the entire time you are present, without any type of intervention by the mother. All of the children have dirty baby bottles which appear to contain curdled milk. The mother appears to be very thin, is shaking, and sits on the couch and rocks during your conversation. She advises you that all she wants to do is sleep. Upon checking the house, you observe that there is no power in the home. There is no food present for the children. In addition, there is exposed wiring throughout the house. The mother has attached a cable to her neighbor's residence in an attempt to get power; however, states that this did not work. She advises you that her monthly checks were stolen from the mailbox, and this is why there is no power or food in the home. Mother also tells you that "you people" were at the house 6 months ago, and she did everything that she was told. At this point, she advises you that she is going to bed and leaves the living room, showing no concern for the children.

OH4 Initial Contact

- * What information must the mother be given prior to the interview?
- * What discussion regarding ICWA must be documented?
- * What kinds of questions will you ask the children?
- * What observations must you document?
- * What type of demonstrative evidence will you gather?
- * What tool will you use to complete your initial assessment?
- * Who must be notified if you suspect human trafficking or if the intake includes a maltreatment of human trafficking?

OH5 Safety Assessment

- * When must you document the initial Safety Assessment in FSFN?
- * What are the current and ongoing risks to the children?
- * Explain what immediate action you will take to ensure the children's safety.
- * What will you include in the Safety Plan?
- * If there were no indicators of malnourishment or substance abuse, what action would you take to avoid removal?
- * Does this case qualify for mandatory referral to CPT, Child Protection Team? Explain.

OH6 Removal and Placement

- * What conditions must be present to take a child into protective custody?
- * List in sequence the placement options you will seek.
- * List some factors that must be considered when placing the children into licensed out-of-home care.
- * Upon removing the children, and prior to leaving the residence, what notice must you provide to the mother?
- * How will you prepare the children for removal?
- * What information are you required to give the caregiver/relative caregiver?

PI Scenario 4: CPT Results

You proceed with the children to the Child Protection Team for medical evaluations. The physician advises you that the two youngest children, both nonverbal, have evidence consistent with being sexually abused. All of the children are considered to be underweight with signs of being malnourished. The oldest child has rotted teeth and shows signs of being developmentally delayed.

OH7 CPT Results

- * What actions will you take at this point?

- * Will you need to contact the Hotline with the new allegations? Explain.

- * If the 7-year old had disclosed that the father had committed sexual abuse, how would this affect the visitation ordered at the shelter hearing? (Re: Keeping Children Safe Act, **39.0139**)

PI Scenario 5: Parent Interview

When you return to the office, the mother is present and wishes to talk. She is more coherent at this point. You ask her about the boyfriend described by the 7-year old during your interview and also the CPT interview. She admits that when she and her boyfriend get in “fights,” he yells, throw things, and sometimes “punches” her in front of the children. She also admits to doing drugs every day, but insists that she loves her children.

OH8 Interviewing the Mother

- * How can you apply family-centered practice during your interview? (i.e.: engagement and assessment)

- * What type of assessment information do you wish to obtain/document from the mother at this point since you could not obtain it during initial contact?

- * What services would you discuss with the mother?

- * What are you required to do if the mother refuses all offered services?

- * Describe how will you update the FSFN safety plan.

- * Since your initial check for priors was negative, what other sources can you check to locate the prior?

OH9 Shelter Hearing

- * What is the timeframe for the shelter hearing?
- * What is the burden of proof required at the shelter hearing?
- * What else must you prove at the shelter hearing?
- * Are reasonable efforts required for this case? If so, what is your proof of reasonable efforts?
- * When are reasonable efforts NOT required?

OH10 Shelter Hearing

- * What is filed at the shelter hearing?
- * What information must be presented to the court at the shelter hearing – either verbally or in writing? **39.402(8)(f)**
- * What recommendation must be provided to the court at the time of the shelter hearing?
- * Under what circumstances may a judge grant an extension of 72 hours at the time of the shelter hearing?
- * At the conclusion of the shelter hearing, if requested, what information must you make available to the parents?
- * What must the court provide to relatives who are providing out-of-home care?

PI Scenario 6: Shelter Hearing

The mother attends the shelter hearing and informs the judge that there are two fathers for the children. She advises that one of the fathers is incarcerated and has not communicated with her or his children since incarceration. The father of the other two children provided support until she moved into her new residence, and she provided his old address. Mother also provides the name of a paramour who lives in the house on and off and supposedly assists her with the children. She also informs the court that her mother and her aunt live in the area, and she provides their addresses. Upon leaving the courtroom, the maternal grandmother and aunt approach you and state that they are interested in obtaining custody of the children.

OH11 Placement Requirements

- * What needs to be done for a relative to obtain custody of the children? **39.0138**

- * What factors must be addressed in a home study? **39.521(2)(r)**

- * What hearing is required within 24 hours of placement with a non-relative? **39.401(5)**

OH12 Collaterals and Other Contacts

- * During and after removal of the children, what sources will you consider for collateral information?

- * What steps must be taken at this point to locate the absent parent(s)?

- * What sources will you use to conduct a diligent search? **39.502(8)(9); 39.503(5)(6)**

- * What are the required contacts for children in shelter?

- * As a PI, what action is necessary to initiate services?

OH13 Documentation

- * What other court related documents must you begin to prepare at this point?

- * What FSFN documents must be completed due to removal of the children and the absent fathers?

- * What tasks/referrals must be completed related to the children's well-being?

- * What is required documentation for the identification of children?

- * Is this case subject to High Risk Screening? Explain.

PI Scenario 7: Exploring Relative Placements

The home study and background checks on the maternal grandmother are positive, while the background checks on the aunt reveal criminal offenses that preclude her from being a relative caregiver. In addition, you are successful in locating both of the fathers. One of the fathers is interested in obtaining custody of his 2 children. He is employed and residing in the state of Georgia. He advises that he has been trying to locate the mother and children; however, she has not been cooperative. The father of the other 2 children is incarcerated on multiple charges and is serving a 25 year sentence.

OH14 Relative Placement

- * What tasks will you initiate as a result of the information in scenario 7?

- * What process needs to be completed on the out-of-state father prior to placement?

- * Criminal history information from NCIC is confidential. What must you do with this information?

OH15 Dependency Petition

- * What is the timeframe for filing the dependency petition?

- * Are the fathers included on the dependency petition? Why or why not?

PI Scenario 8: Contact with the Paramour

You are contacted by the mother's paramour. He denies any type of abuse/neglect of the children. He states that the mother has a drug problem and that he was trying to help her. Criminal background checks show multiple arrests for drug related offenses, for which he was incarcerated at various times. He agrees to meet with you.

OH16 The Paramour

- * Is the paramour included in the dependency petition? Why or why not?

- * Does the paramour need to receive notification of and/or be present for hearings?

- * What is the difference between a "party" and a "participant"? Provide examples.

- * What questions will you ask the paramour?

PI Scenario 9: Arraignment Hearing

You meet the mother at the courthouse for the scheduled arraignment hearing/shelter review.

OH17 Arraignment Hearing

- * What is the timeframe for the arraignment hearing?

- * What occurs at this hearing?

- * What is the burden of proof required at this hearing?

PI Scenario 10: Arraignment Hearing

The mother denies the allegations at this hearing upon the advice of her attorney.

OH18 Admit, Consent, or Deny

- * What occurs if parents “admit” or “consent” rather than “deny” the allegations?

- * What type of hearing occurs if a parent “denies” the allegations at arraignment?

- * What should be scheduled prior to the adjudicatory hearing? Explain the purpose.

- * When is the adjudicatory hearing held?

- * What is the burden of proof required at the adjudicatory hearing?

- * What witnesses do you think your attorney will want at the adjudicatory hearing?

PI Scenario 11: Mediation

The case is set for mediation in an attempt to avoid trial. At the scheduled mediation, your attorney advises you that the defense attorney has suggested that if the counts pertaining to the sexual abuse are dropped from the petition, an agreement can be reached.

OH19 Mediation Decisions

- * What is your decision? Explain.

PI Scenario 12: Mediation Agreement

All parties finally reach an agreement on all counts.

OH20 Hearing

- * What type of hearing will be scheduled next? Within what timeframe?

OH21 Disposition Hearing

- * What is the purpose of the disposition hearing?

- * What assessments/documents must be submitted prior to this hearing and within what timeframe?

OH22 Case Closure

- * What are the steps necessary for investigation closure?

- * What is the required timeframe for closing a case?

- * What are the exceptions to this requirement? **39.301(17)(a)-(c)**

Case Manager Scenarios

Scenario 1: Case Transfer

You receive a case involving 4 children who have been removed from the care of the mother and placed in out-of-home care. The natural father of 2 of the children is living in Georgia and the natural father of the remaining 2 children is incarcerated serving a 25-year sentence. The children were removed from the care of the mother due to environmental hazards, substance misuse, and inadequate supervision. In addition, the children were medically examined at the Child Protection Team (CPT) revealing that the two youngest children, both nonverbal, have evidence consistent with being sexually abused. CPT also reports that all of the children are considered to be underweight with signs of being malnourished, and the oldest child has rotted teeth and shows signs of being developmentally delayed. Additional finding by PI of threatened harm was due to the Mother admitting that when she and her boyfriend get into fights, he yells, throws things, and sometimes punches her in front of the children. The court has issued an injunction denying the boyfriend access to the children and also refraining him from further acts of domestic violence. The children have been adjudicated dependent. Two children are placed with their father in Georgia via ICPC, and the other two children are placed in district with the maternal grandmother. The case is closed by the Investigator and transferred to you for continued service provision with a permanency goal of reunification.

OH 2 Case Transfer

- * Upon case transfer, what FSFN documents will you complete (or assist PI to complete)?

- * When you review the case file, what specific dates, information, and documents will you need to review?

- * What other sources would you contact to obtain information regarding the family?

- * What are the required contacts for children in shelter? (Staffing will decide who conducts contacts-PI or CM.)

OH3 Child Well-Being

- * What needs to be completed within 72 hours of initial removal and placement of the children?
- * What must be completed within 7 days of removal?

OH 4 Initial Contact with Parents and Children

- * What is the timeframe for initial contact with parents? **65C-30.007(10)(b)**
- * What is the timeframe for the initial home visit?
- * What is your responsibility for ICWA?

OH5 Family Assessment

- * When must you complete the initial family assessment?
- * If a child is age 13 or older, what type of assessment is required?

OH6 Initial Contact with Caregivers

- * What information must be provided to caregivers?
- * What source of financial assistance should be explored with caregivers?
- * What other procedure must you review with the relative caregiver?
- * Who must be notified if human trafficking is suspected?

OH 7 Case Plan Development

- * Who must be involved in the preparation of the case plan?
- * When a child is placed in out-of-home care, what is the timeframe for development of the case plan?
- * What are the permanency goals identified in Chapter 39, Florida Statutes.
- * Would you consider a concurrent permanency goal for this family? What tool can you use to determine if a concurrent goal is appropriate?

OH8 Visitation with Parents and Siblings

- * Who is the ultimate authority for the visitation plan?
- * What are the purposes of visitation?
- * When does the court review the visitation plan and results of visitation?
- * If reunification is the permanency goal, explain how visits should be structured as the parents make successful progress with their case plan.

OH 9 Disposition Hearing

- * What assessments/documents are submitted at the disposition hearing and within what timeframe?
- * What occurs if the court does not accept the case plan at the disposition hearing? What is the timeframe?
- * When mediation takes place, what case plan requirement can be met?

OH 10 Ongoing Contacts

- * Who must be contacted on an ongoing basis?
- * What type and frequency of contact is required for children, parents, caregivers?
- * How often must you contact providers?

OH11 Ongoing Assessment

- * What must occur during contacts with the children, parents, and caregivers?
- * What types of information will you seek from providers?
- * Why is assessment information particularly important during these visits?

OH 12 Judicial Review

- * What is the timeframe for the initial judicial review hearing?
- * What report are you required to submit to the court?
- * Besides the court, what other body has the authority to complete a judicial review?
- * How often will you be returning to court on these cases?
- * Under what circumstances are review hearings held every 3 months (every 90 days)?
- * Who must be appointed by the court if the child has or is suspected to have a disability?

SCENARIO 2: Placement Disruption

During a home visit with the grandmother and children, the grandmother advises you that she is unable to care for the 2 children any longer due to health problems. She advises that she feels badly and wishes that she could keep the younger child. She states that the older child has major behavioral problems which she is unable to control, and the child's developmental problems have gotten more difficult for her to handle due to her age and health status. She states that she would like the children removed from her care as soon as possible.

OH 13 Placement Disruption

- * What information will you seek from the grandmother?

- * What will you need to do with this information?

- * If the children were exiting a shelter and/or foster home in which they resided 30 days or more, what type of interview must be conducted?

- * If all contacts with named relatives and/or non-relatives are negative for placement, what is the next placement option?

OH14 Placement Changes

- * What FSFN documents must be updated when you change the children's placement?

- * What judicial action is necessary and when?

- * List placement options from least to most restrictive.

OH 15 Placement Considerations

- * What are some examples of special placement considerations?
- * What issues will need special consideration when determining the children's placement?

OH 16 Reunification

- * If you were recommending unsupervised visitation, overnight visits, and/or reunification, what must you do prior to making the recommendation?
- * How long must you provide supervision after reunification?
- * How often must a child be visited following reunification?

CM Scenario 3: 6-Month Assessment

During your 6 months of supervision of this case, the mother has had contact with the children only 3 times. In addition, she has failed to attend the court ordered parenting classes and drug treatment. According to documentation in the file, she has been arrested on two occasions for possession of crack cocaine, and relatives indicate that she is currently living on the streets. The father remains incarcerated and has made no attempts to contact the department or his children, despite knowing the location of the children. In addition, he has declined to participate in any of the judicial proceedings despite proper notification, and neither has the mother.

The two children currently residing with their father in Georgia are doing very well, and the state of Georgia has recommended case closure and termination of supervision.

OH 17 Staffings

- * What type of staffing must you consider at this point? Why?
- * What is the purpose of this staffing?
- * When are these staffings held?

OH 18 Permanency Decisions

- * What is the length of time the agency must supervise a child in the temporary legal custody of an adult relative or other caregiver prior to recommending case closure?
- * Explain what action you will take regarding the father and 2 children in Georgia?
- * Describe the actions needed for case closure.
- * What action will you take regarding the mother and the incarcerated father of the other 2 children?
- * What must be held prior to recommending TPR?

OH 19 TPR

- * What is the rationale behind filing a TPR petition?

- * What is the burden of proof required at the TPR hearing?

- * Is hearsay evidence permitted at the TPR hearing?

- * Under what circumstances would you pursue expedited TPR?

OH 20 Adoption

- * Name three ways that a case may be referred to the adoption program.

- * Explain three intentions of MEPA.

- * Who is not eligible to adopt in the state of Florida?

OH 21 Adoption Assistance

The intent of adoption assistance is to promote the adoption of special needs children. Eligibility is based upon the definition of a “special needs child.” **65C-16.012**

- * Define a “Special Needs Child.”

- * What are the different types of adoption assistance for adopted children?

OH 22 Pre-Placement Activities

- * Within how many days of the TPR disposition must the adoption case plan be filed?

- * What 2 documents are used to make the best match between the child and the adoptive parents?

- * When must the child study be completed?

- * What is the timeframe for registering a child on the adoption exchange?

- * What is the Florida Adoption Reunion Registry?

OH 23 Placement Activities 65C-16.010

- * What are requirements for contacts with the child and adoptive family?

- * What are the requirements for services?

OH 24 Placement Disruptions

- * When a placement disrupts, what document must be completed by the worker?

OH 25 Adoption Finalization

- * What is the minimum length of time that you must supervise an adoption placement?
- * What if the adoptive family served as the foster parents for the child?
- * How often must judicial review hearings be held prior to finalization?
- * What are the timeframes for the adoption finalization hearing?
- * What assessment must be completed prior to finalization?

