The materials for the Child Welfare Pre-Service Training curriculum were produced by Florida International University for the State of Florida, Department of Children and Families, Office of Family Safety.

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The materials for the Child Welfare Pre-Service Training curriculum were formatted and edited by the Child Welfare Training Consortium at the University of South Florida.

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To The Trainer

Course Description
Decision-Making is designed to teach the skills necessary for making effective initial and ongoing child safety assessment decisions. It is an optional course that can be used to provide an overview of the process of gathering, analyzing, and documenting appropriate and sufficient information for assessing child safety.

Course Time
Decision-Making is designed to be taught in 3 hours or .5 training day. A training day consists of 6 hours of actual instruction, a one hour lunch break, and two fifteen minute breaks.

Pre-requisite Skills and Case Flow
All courses are sequenced to accommodate pre-requisite skills and case flow; therefore, the courses must be scheduled using the course numbers 100-125.

Following the post test, learners move into Phase II of the certification process. During Phase II, there are additional required courses and activities. This includes FSFN courses, classroom courses and field activities. Please reference In-Service course numbers 126-130.

Course Goals
- The goal of Decision-Making is to provide learners with instruction about:
  - gathering, documenting and assessing information
  - examining all relevant facts and circumstances, past and present
  - how to assess risk and make initial and ongoing safety decisions
  - how to use the Safety Assessment Tool to assess child safety

Knowledge Base Competencies
The following Protective Investigations (PI) Knowledge Base Competencies (organized by domain) are addressed in Decision Making:

Child Protection Foundations:
- K2. Knowledge of the investigator being a mandated reporter of suspected child abuse and neglect.
- K5. Knowledge of Chapter 39 definitions of abuse, neglect, abandonment and harm.
- K11. Knowledge of general child welfare policy and legislation including the Adoption and Safe Families Act (ASFA), the Child Abuse
Prevention and Treatment Act (CAPTA), the Indian Child Welfare Act (ICWA), the Fostering Connections Act, the Multi-ethnic Placement Act (MEPA), the Interstate Compact for the Placement of Children (ICPC), and Florida Administrative Code.

- K16. Knowledge of specific maltreatment indicators (i.e., types and likely etiology).
- K17. Knowledge of ‘embedded’ harms (e.g., domestic violence; adult and adolescent substance abuse; child, adolescent and adult mental health issues).
- K18. Knowledge of child development norms.
- K19. Knowledge of developmentally appropriate parenting and discipline techniques.
- K20. Knowledge of principles of grammar and professional writing.
- K21. Knowledge of the types and purposes of information and required timeframes for documentation in the electronic investigative file (e.g., TANF, ICWA, etc.).

Formulating the Investigative Response:

- K22. Knowledge of resources to gather prior intake and case information.
- K23. Knowledge of maltreatment escalation dynamics (e.g., patterns of behavior, severity and/or frequency of maltreatment, same child, same perpetrator, and prior referral or services outcomes).
- K24. Knowledge of notification requirements for specific types of alleged child maltreatment investigations or special conditions referrals.

Engagement:

- K26. Knowledge of effective professional interpersonal communication skills.
- K27. Knowledge of interviewing techniques that build trust and establish rapport.

Interviewing:

- K31. Knowledge of interviewing processes that use active listening skills (i.e., reflections), reframing, and open-ended and solution-focused questioning.
- K32. Knowledge of interviewing techniques to overcome resistance and motivate positive behavior change in the family.
- K34. Knowledge of what types of behavioral observations and relational interactions should be observed and documented to inform the decision-making process.

Initial Assessment and Problem Identification:

- K35. Knowledge of assessment considerations contained in the Child Maltreatment Index.
- K36. Knowledge of formal child safety assessment instruments,
protocols and required timeframes for completion.

- K37. Knowledge of child vulnerability and caregiver/family protective capacities.
- K38. Knowledge of family dynamics and family systems.
- K39. Knowledge of the definition and concepts of immediate and imminent safety threats, impending danger, and risk.
- K40. Knowledge of age appropriate sexual behavior and age appropriate sexual knowledge on part of child.

Safety Management:

- K42. Knowledge of safety planning.
- K43. Knowledge of reasonable efforts to prevent removal.
- K44. Knowledge of placement procedures required upon removal (i.e., background checks, home study, etc).
- K45. Knowledge of transfer protocols from investigation to on-going services.

Planning and Teaming:

- K46. Knowledge of the role of the protective investigator to have primary responsibility for gathering, assessing, understanding, integrating, documenting, and communicating critical information throughout the investigation to all essential parties in order to ensure informed decision making.
- K47. Knowledge of which individuals/parties protected information can be shared.
- K48. Knowledge of factors and circumstances that indicate a need for a legal staffing in consideration of seeking court oversight and supervision.
- K49. Knowledge of the role and responsibilities of legal counsel, judge, and Guardian Ad Litem in court proceedings.
- K50. Knowledge of roles and responsibilities of law enforcement, Child Protection Team, and external partners (i.e., DV, mental health, etc.)
- K51. Knowledge of timeframes to submit work for supervisory review.
- K52. Knowledge of processes and procedures to submit investigation for closure.

Course Objectives

Module 1: Assessment and Decision-Making
- Describe sound investigative and assessment procedures.
- Explain how assessment affects decision-making.

Module 2: Analysis of Assessment Information
- Make informed decisions based upon assessment of information.
- Analyze a case using the decision-making process
Trainer Materials

Module 1: Assessment and Decision-Making

♦ PG1  Jenkins Part One: 1st Intake
♦ PG2  Jenkins Part Two: Case Notes
♦ PG3-7  Florida Statutes/F.A.C. References
♦ PG8-10  Decision-Making Checklist
♦ PG11  Examples of Child Abuse Critical Indicators
♦ PG12-14  In-Home Safety Assessment (Safety Factors, Sections A-C)
♦ PG15  Investigative Summary (IS) Job Aid

Module 2: Analysis of Assessment Information

♦ PG3-7  Florida Statutes/F.A.C. References
♦ PG8-10  Decision-Making Checklist
♦ PG11  Examples of Child Abuse Critical Indicators
♦ PG12-14  In-Home Safety Assessment (Safety Factors, Sections A-C)
♦ PG15  Investigative Summary (IS) Job Aid
Visual Aids
PowerPoint Slides

♦ PPT1  Decision Making
♦ PPT2  Module 1 Objectives
♦ PPT3  Gather and Document Information: Current and Prior Intakes
♦ PPT4  Gather and Document Information: Criminal History
♦ PPT5  Gather and Document Information: Interviewing
♦ PPT6  Gather and Document Information: Interviewing (Continued)
♦ PPT7  Gather and Document Information: Other Documentation
♦ PPT8  Observe and Document the Home Environment
♦ PPT9  Gather and Document Family Assessment Factors
♦ PPT10 Gather and Document Family Assessment Factors (Continued)
♦ PPT11 Examine/Analyze Information to Determine Plausibility
♦ PPT12 Safety Assessment and Decision-Making
♦ PPT13 Safety Assessment and Decision-Making
♦ PPT14 Module 2 Objectives
Module 1: Assessment and Decision-Making

Background Knowledge/Experience

Prior to beginning instruction for this module, relate the module goal to the learners’ job, emphasizing the importance and “need to know.”

Goal: To emphasize the importance of gathering, documenting, and assessing information.

? How can the quality of an investigation and your documentation affect your assessment for the immediate and ongoing safety of the child?

Display PPT1, Decision Making and PPT2, Module 1 Objectives and present an overview of the module by summarizing each of the module objectives.

Topic~ Sound Investigative and Assessment Procedures

Materials

♦ PG1  Bobby Lee Jenkins Part I: 1st Intake
♦ PG2  Bobby Lee Jenkins Part II: Case Notes
♦ PG3-7  Florida Statutes/F.A.C. References
♦ PG8-10  Decision-Making Checklist
♦ TH1-2  Jenkins 1st Intake
♦ TH3-12  Jenkins Case Notes 5/01/10-05/02/10
♦ TH13-15  Jenkins Investigative Summary (1st SA)
♦ PPT3  Gather and Document Information: Current and Prior Reports
♦ PPT4  Gather and Document Information: Criminal History
♦ PPT5-6  Gather and Document Information: Interviewing
♦ PPT7  Gather and Document Information: Other Documentation
♦ PPT8  Observe and Document the Home Environment
♦ PPT9-10  Gather and Document: Family Assessment Factors
♦ PPT11  Examine/Analyze Information to Determine Plausibility
♦ PPT12-13 Safety Assessment and Decision-Making
♦ Child Maltreatment Matrix
♦ QPS Job Aid and PI Checklist

Establishing the “Need to Know”

? What might happen if you ignore possible sources of information during your investigation?

? What investigative tools are used to help you make critical assessments and decisions for child safety?

Bobby Lee Jenkins is a fictional case. The decisions made by the PI are meant to portray what can happen if any possible sources of information are ignored.

Use PG3-7 Florida Statutes/F.A.C. References, the QPS Job Aid and PI Checklist as references during class discussions of activities.

Bobby Lee Jenkins

Activity Goal: Learners will read an intake and decide how to prepare for contact.

Part I: The Intake: 2010-058743

Trainer Handouts are distributed after Part II of the activity for comparison purposes.

• Refer learners to the PG1, Bobby Lee Jenkins, Part I: 1st Intake and TH1-2, Jenkins 1st Intake, Child Maltreatment Matrix, QPS Job Aid and PI Checklist. (PG and TH pages inserted on the following pages TG3-5)

• Individually, allow learners to read the intake and complete Part I of the activity guide.

• Instruct the learners to share and discuss their individual results with their group.

• Conduct class discussion of Part I questions on the activity guide and discuss other pertinent issues.
Jenkins 1st Intake: 05/01/10

Bobby Lee Jenkins Part II: Case Notes

Materials
- PG 5-14  Jenkins Case Notes: 05/01/10-05/02/10
- PG 15-17  Jenkins Investigative Summary (IS from 1st SA)
- PG 18-22  Florida Statutes/F.A.C. References
- Child Maltreatment Matrix (175-28)
- QPS Job Aid
- PI Checklist

Group Directions
- Read the first intake for Bobby Lee Jenkins dated 05/01/10.
- Read the case notes 05/01/10-05/02/10.
- Read the IS from the Jenkins 1st SA.
- Use the Child Maltreatment Matrix, the IS and the QPS Job Aid and Checklist.
- Record your answers to the questions on this guide.
- Share your group's answers and decisions during class discussion.

Group Discussion Questions
- What would you like to ask the child victim and the caregiver(s)?
- What other collateral contacts would you make, and for what purpose?
- What are your options once the mother failed to appear for the CPT appointment?
- What must you observe in the home environment?
- What additional information would you seek prior to closing this case?
- What guidelines must you use when documenting information?
- How would you investigate the mother’s explanation for the injuries?
- Is information reasonable, reliable, and supported?
- Have all relevant sources of information been contacted and documented?
- How did the Child Maltreatment Matrix assist your investigation of the alleged maltreatment(s)?
# Intake Report

**Intake Name:** JENKINS_BOBBY LEE  
**Intake Number:** 2010-058743-01  
**County:** Miami-Dade

**Date and Time Intake Received:** 05/01/2010 08:25AM  
**Program Type:** Child Intake - Initial  
**Investigative Sub-Type:** In-Home  
**Provider Name:** N/A

**Worker Safety Concerns:** Yes X No  
**Prior Involvement:** Yes X No  
**Law Enforcement Notified:** Yes X No

**Response Time:** 24 Hours  
**Name - Worker:** GREY, CARTER  
**Name - Supervisor:** LEWIS, MAGGIE

## I. Family Information

**Name - Family:** JENKINS, BOBBY LEE  
**Telephone Number - Home:** (786)555-8721

**Address - Street:** 1412 NW69th Street  
**Unit Designator:** City: Miami  
**State:** FL  
**Zip Code:** 33147

**Primary Language:**  
**Interpreter Needed:** Yes X No

Directions to House: 1412 NW69th Street, Miami is the home address for all participants.

## A. Participants

<table>
<thead>
<tr>
<th>Name</th>
<th>ID Number</th>
<th>Role</th>
<th>Gender</th>
<th>DOB</th>
</tr>
</thead>
<tbody>
<tr>
<td>JENKINS, BOBBY LEE</td>
<td>2229379891</td>
<td>V-IN</td>
<td>Male</td>
<td>03/18/2006</td>
</tr>
<tr>
<td>Est. Age</td>
<td>4</td>
<td>Ethnicity: Unable to Determine</td>
<td>Race: White</td>
<td>Yes X No</td>
</tr>
<tr>
<td>Simmons, Carol Anne</td>
<td>185259145</td>
<td>AP</td>
<td>Female</td>
<td>11/08/1983</td>
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<tr>
<td>Est. Age</td>
<td>26</td>
<td>Ethnicity: Unable to Determine</td>
<td>Race: White</td>
<td>Yes X No</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>ID Number</th>
<th>Role</th>
<th>Gender</th>
<th>DOB</th>
</tr>
</thead>
<tbody>
<tr>
<td>Simmons, Ronald Lawrence</td>
<td>144673210</td>
<td>AP</td>
<td>Male</td>
<td>05/10/1992</td>
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<tr>
<td>Est. Age</td>
<td>27</td>
<td>Ethnicity: Unable to Determine</td>
<td>Race: White</td>
<td>Yes X No</td>
</tr>
</tbody>
</table>

AP = Alleged Perpetrator  
CH = Child In-Home  
HM = Household Member  
NM = Non-Household Member  
PC = Parent/Caregiver  
RN = Report Name  
SO = Significant Other

A person who knowingly or willfully makes public or discloses to any unauthorized person any confidential information contained in the central abuse hotline is subject to the penalty provisions of s. 39.205.
### TH2 Jenkins 1st Intake

#### B. Address and Phone Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Type</th>
<th>Address</th>
<th>Telephone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>JENKINS, BOBBY LEE</td>
<td>Primary Residence</td>
<td>1412 NW 69th Street, Miami, FL 33147</td>
<td>(786)555-8721</td>
</tr>
<tr>
<td>SIMMONS, CAROLANNE</td>
<td>Primary Residence</td>
<td>1412 NW 69th Street, Miami, FL 33147</td>
<td>(786)555-8721</td>
</tr>
<tr>
<td>SIMMONS, RONALD L.</td>
<td>Primary Residence</td>
<td>1412 NW 69th Street, Miami, FL 33147</td>
<td>(786)555-8721</td>
</tr>
</tbody>
</table>

#### C. Relationships

<table>
<thead>
<tr>
<th>Subject</th>
<th>Relationship</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIMMONS, CAROLANNE</td>
<td>Mother</td>
<td>JENKINS, BOBBY LEE</td>
</tr>
<tr>
<td>SIMMONS, RONALD L.</td>
<td>Stepfather</td>
<td>JENKINS, BOBBY LEE</td>
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</tbody>
</table>

#### D. Alleged Maltreatment

<table>
<thead>
<tr>
<th>Alleged Victim</th>
<th>Maltreatment Code</th>
<th>Physical Injury</th>
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</thead>
<tbody>
<tr>
<td>JENKINS, BOBBY LEE</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### E. Location of Incident

<table>
<thead>
<tr>
<th>Address - Street</th>
<th>Apt.</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>1412 NW 69th Street</td>
<td></td>
<td>Miami</td>
<td>FL</td>
<td>33147</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Telephone Number - Home</th>
<th>Telephone Number - Work</th>
<th>Telephone Number - Cell</th>
</tr>
</thead>
<tbody>
<tr>
<td>(786)555-8721</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### II. Narratives

### A. Allegation Narrative

Reporter states that Bobby Lee Jenkins has bruise marks on the front and back of his neck and on both upper arms. Child would not respond when asked how the injuries occurred. Reporter is concerned that child may have been abused by his parents. Child is very shy and does not interact well with others.

### B. Narrative for Worker Safety Concerns

#### III. Agency Response

### A. Probationary Worker Recommendation

<table>
<thead>
<tr>
<th>Decision</th>
<th>Date/Time Decision Made</th>
<th>Reason</th>
</tr>
</thead>
</table>

**Explain**

### B. Worker/Supervisor Decision

<table>
<thead>
<tr>
<th>Decision</th>
<th>Date/Time Decision Made</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>Screen In</td>
<td>Screen In – Accepted for Services/Investigation</td>
<td></td>
</tr>
</tbody>
</table>

#### IV. CT Unit Documentation

<table>
<thead>
<tr>
<th>First Call Attempted Date/Time</th>
<th>Completed Call Date/Time</th>
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</thead>
<tbody>
<tr>
<td>05/07/2010 9:45AM</td>
<td>05/07/2010 8:45AM</td>
</tr>
</tbody>
</table>

**Call Log**

<table>
<thead>
<tr>
<th>Called Out By</th>
<th>Called To</th>
</tr>
</thead>
<tbody>
<tr>
<td>HOWARD, PETER</td>
<td>HALL, DANIEL</td>
</tr>
</tbody>
</table>

A person who knowingly or willfully makes public or discloses to any unauthorized person any confidential information contained in the central abuse hotline is subject to the penalty provisions of s. 39.203.
Part II: Case Notes

Activity Goal: Learners will review case documentation and assess additional investigative activities relevant to the case.

- Refer the class to:
  ♦ PG2 Bobby Lee Jenkins, Part II: Case Notes
  ♦ TH3-12 Jenkins Case Notes: 05/01/10-05/02/10
  ♦ PG3-7 Florida Statutes/F.A.C. References
  ♦ PG8-10 Decision-Making Checklist

- Review with the class the directions for Part II.

- Tell class to locate TH3-12 Jenkins Case Notes, TH13-15, Jenkins Investigative Summary (IS: 1st SA).

- Allow class to finish Part II of the group activity.

Use the PPTs and PG8-10, Decision-Making Checklist to guide a class discussion of questions on the activity guide and tasks and decisions as compared to Carter Grey’s.

(PG and TH pages inserted on the following pages TG7-28)

Class Discussion of Activity, Part II

The PG8-10, Decision-Making Checklist topics are sequenced by the Decision-Making Model.

Overheads and Trainer Guide are sequenced to correspond with the Decision-Making Checklist topics.

Questions 1-10 from the activity guide, Part II are inserted in the TG in bold so they can be discussed in sequence with the topics on the overheads.

Overheads are intended to be used as a visual to guide your class discussion of the activity, not for lecture points.
Jenkins 1st Intake: 05/01/10

Bobby Lee Jenkins Part II: Case Notes

Materials
- PG 5-14 Jenkins Case Notes: 05/01/10-05/02/10
- PG 15-17 Jenkins Investigative Summary (IS from 1st SA)
- PG 18-22 Florida Statutes/F.A.C. References
- Child Maltreatment Matrix (175-28)
- QPS Job Aid
- PI Checklist

Group Directions
- Read the first intake for Bobby Lee Jenkins dated 05/01/10.
- Read the case notes 05/01/10-05/02/10.
- Read the IS from the Jenkins 1st SA.
- Use the Child Maltreatment Matrix, the IS and the QPS Job Aid and Checklist.
- Record your answers to the questions on this guide.
- Share your group's answers and decisions during class discussion.

Group Discussion Questions
- What would you like to ask the child victim and the caregiver(s)?
- What other collateral contacts would you make, and for what purpose?
- What are your options once the mother failed to appear for the CPT appointment?
- What must you observe in the home environment?
- What additional information would you seek prior to closing this case?
- What guidelines must you use when documenting information?
- How would you investigate the mother's explanation for the injuries?
- Is information reasonable, reliable, and supported?
- Have all relevant sources of information been contacted and documented?
- How did the Child Maltreatment Matrix assist your investigation of the alleged maltreatment(s)?
TH3 Jenkins Case Notes 5/01/10-05/02/10

Chronological Notes Report

Case Name: Jenkins, Carol Ann
Case ID:
Note ID:
Date Entered: 05/02/2010 10:30AM
Worker Creating Note: Grey, Carter
Worker Making Contact: Carter, Grey

Note Information
Contact Begin Date: 05/02/2010 10:25AM
Contact End Date: 05/02/2010 10:28AM
Category: Child Investigation
Type: Telephone Call
Worker Activity Code: Case Management
No Request for Action: N

Safety: N Safety Resolved: N
Safety date: Safety Resolution:
FSFN: N FSFN Resolved: N
FSFN date: FSFN Resolution:
Admin: N Admin Resolved: N
Admin date: Admin Resolution:

Contact Information
Inv/Assessment Number:
2010-058743

Subjects Contacted:

Other Subjects:

Narrative:
Telephone call from CPT Case coordinator, Mel Warner who informed PI that Mrs. Simmons failed to show for the scheduled appointment.
# TH4 Jenkins Case Notes 5/01/10-05/02/10

## Chronological Notes Report

<table>
<thead>
<tr>
<th>Case Name: Jenkins, Carol Ann</th>
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<tbody>
<tr>
<td>Note ID:</td>
<td>Date Entered: 05/01/2010 06:30PM</td>
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<tr>
<td>Worker Creating Note: Grey, Carter</td>
<td>Worker Making Contact: Grey, Carter</td>
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### Note Information

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<thead>
<tr>
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<th>Contact End Date: 05/01/2010 06:30PM</th>
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<tbody>
<tr>
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<td>Type: Telephone Contact</td>
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<td>Worker Activity Code: Case Management</td>
<td>No Request for Action: N</td>
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<tr>
<td>Safety: N</td>
<td>Safety Resolved: N</td>
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<tr>
<td>FSN: N</td>
<td>FSN Resolved: N</td>
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<tr>
<td>Admin: N</td>
<td>Admin Resolved: N</td>
</tr>
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</table>

### Contact Information

Inv/Assessment Number: 2010-050743

### Subjects Contacted:

Simmons, Carol Anne 05/01/2010 06:25PM

### Other Subjects:

### Narrative:

Telephone call to get contact information on Andrew Jenkins. Carol did not want to give the information and said that he had nothing to do with it. Carol restated that her car window and the neighborhood bully caused the bruising on Bobby. Finally provided Andrew's work number 555-8323.
TH5 Jenkins Case Notes 5/01/10-05/02/10

Chronological Notes Report

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<thead>
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<td>Note ID:</td>
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<td>Worker Making Contact: Grey, Carter</td>
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Note Information

<table>
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<td>Type: Telephone Contact</td>
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<td>Worker Activity Code: Case Management</td>
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<td></td>
<td>Safety Resolved: N</td>
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<td>Safety date: Safety Resolution:</td>
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<td>FSFN: N</td>
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</tr>
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<td>Admin: N</td>
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<tr>
<td></td>
<td>Admin Resolved: N</td>
</tr>
<tr>
<td></td>
<td>Admin date: Admin Resolution:</td>
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</tbody>
</table>

Contact Information

Inv/Assessment Number: 2010-058743

Subjects Contacted:

Other Subjects:

Narrative:

Telephone call from Ronald’s mother, Evelyn Simmons. Ronald had called and mentioned the intake on Bobby. Says that her son and Carol love Bobby very much and would never do anything to hurt him. Said that Andrew “Andy” Jenkins is no good, “any man who would hit a woman...” Evelyn said that Bobby spends every other weekend with his dad. Evelyn knows that Andy lives on the east side of town in an apartment complex, but does not know the address or phone number.
TH6  Jenkins Case Notes 5/01/10-05/02/10

Chronological Notes Report

Case Name: Jenkins, Carol Ann  Case ID:

Note ID:  Date Entered: 05/01/2010 06:15PM
Worker Creating Note: Grey, Carter  Worker Making Contact: Grey, Carter

Note Information

Contact Begin Date: 05/01/2010 2:15PM  Contact End Date: 05/01/2010 2:25PM
Category: Child Investigation  Type: Telephone Contact
Worker Activity Code: Case Management  No Request for Action: N
Safety: N  Safety Resolved: N  Safety date:  Safety Resolution:
FSFN: N  FSFN Resolved: N  FSFN date:  FSFN Resolution:
Admin: N  Admin Resolved: N  Admin date:  Admin Resolution:

Contact Information
Inv/Assessment Number: 2010-058743

Subjects Contacted:

Other Subjects:

Narrative:
Contacted CFT to schedule medical exam for child. Appointment scheduled on 5/02/10 at 10am.
**Chronological Notes Report**

**Case Name:** Jenkins, Carol Ann  
**Case ID:**

**Note ID:**
**Date Entered:** 05/01/2010 08:00PM

**Worker Creating Note:** Grey, Carter  
**Worker Making Contact:** Grey, Carter

**Note Information**

**Contact Begin Date:** 05/01/2010 1:30PM  
**Contact End Date:** 05/01/2010 2:00PM

**Category:** Child Investigation  
**Type:** Initial Face to Face

**Worker Activity Code:** Case management  
**No Request for Action:** N

**Safety:** N  
**Safety Resolved:** N  
**Safety date:**

**FSFN:** N  
**FSFN Resolved:** N  
**FSFN date:**

**Admin:** N  
**Admin Resolved:** N  
**Admin date:**

**Inv/Assessment Number:** 2010-053743

**Subjects Contacted:**
Simmons, Ronald; 05/01/2010  1:30PM

**Other Subjects:**

**Narrative:**
Face-to-face with Ronald Simmons at his place of employment, Jordan Graphics, Inc. Ronald was not aware that Bobby had any bruising on him and said that he did not know how it could have occurred. He did say that Bobby always seemed to have some kind of injury or another, so he was not surprised that he was bruised. Ronald also stated that Bobby is somewhat shy and tends to let people push him around, so a neighborhood boy could have hurt him.
TH8  Jenkins Case Notes 5/01/10-05/02/10

Chronological Notes Report

Case Name: Jenkins, Carol Ann  Case ID: 
Note ID: Date Entered: 05/01/2010 05:45PM
Worker Creating Note: Grey, Carter  Worker Making Contact: Grey, Carter

Note Information

Contact Begin Date: 05/01/2010 11:40AM  Contact End Date: 05/01/2010 11:45AM
Category: Child Investigation  Type: Note to File—General
Worker Activity Code: Case Management  No Request for Action: N
Safety: N  Safety Resolved: N  Safety date:  Safety Resolution:
FSFN: N  FSFN Resolved: N  FSFN date:  FSFN Resolution:
Admin: N  Admin Resolved: N  Admin date:  Admin Resolution

Contact Information
Inv/Assessment Number: 2010-058743

Subjects Contacted:

Other Subjects:

Narrative:
Attempted face-to-face contact with other neighbor on 68th Street; no response at door.
**TH9 Jenkins Case Notes 5/01/10-05/02/10**

---

### Chronological Notes Report

| Case Name: Jenkins, Carol Ann | Case ID: |
| Case ID: |
| Note ID: | Date Entered: 05/01/2010 05:30PM |
| Worker Creating Note: Grey, Carter | Worker Making Contact: Grey, Carter |

### Note Information

| Contact Begin Date: 05/01/2010 11:15AM | Contact End Date: 05/01/2010 11:30AM |
| Contact End Date: 05/01/2010 11:30AM |
| Category: Child Investigation | Type: Note to File—General |
| Worker Activity Code: Case Management | No Request for Action: N |
| Safety: N | Safety Resolved: N |
| Safety: N | Safety Resolved: N |
| FSFN: N | FSFN Resolved: N |
| Admin: N | Admin Resolved: N |
| Safety date: | Safety Resolution: |
| FSFN date: | FSFN Resolution: |
| Admin date: | Admin Resolution: |

### Contact Information

Inv/Assessment Number: 2010-059743

### Subjects Contacted:

### Other Subjects:

**Narrative:**

Face-to-face contact with neighbor, Doris Johnson, 1414 NW 63th Street concerning Bobby and Jenkins family. She stated that her family only recently moved to this neighborhood and that she is not aware of any problems with the family. She stated that there are a lot of kids in the neighborhood, but she is not aware of any bully that might have injured another child.
## Jenkins Case Notes 5/01/10-05/02/10

### Chronological Notes Report

<table>
<thead>
<tr>
<th>Case Name: Jenkins, Carol Ann</th>
<th>Case ID:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Note ID:</td>
<td>Date Entered: 05/01/2010 05:15PM</td>
</tr>
<tr>
<td>Worker Creating Note: Grey, Carter</td>
<td>Worker Making Contact: Grey, Carter</td>
</tr>
</tbody>
</table>

### Note Information

- **Contact Begin Date:** 05/01/2010 10:30AM
- **Contact End Date:** 05/01/2010 11:00AM
- **Category:** Child Investigation
- **Type:** Initial Face to Face
- **Worker Activity Code:** Case Management
- **No Request for Action:** N
- **Safety:** N
- **Safety Resolved:** N
- **Safety date:**
- **Safety Resolution:**
- **FSFN:** N
- **FSFN Resolved:** N
- **FSFN date:**
- **FSFN Resolution:**
- **Admin:** N
- **Admin Resolved:** N
- **Admin date:**
- **Admin Resolution:**

### Contact Information

- **Inv/Assessment Number:** 2010-058743

### Subjects Contacted:

- Jenkins, Bobby Lee 05/01/2010 10:30AM

### Other Subjects:

### Narrative:

Face-to-face contact with Bobby Lee Jenkins. Visual revealed yellowish bruises on the front and back of his neck and purple bruises on both upper arms. Bobby was very shy and would not speak with or answer of this PI’s questions. Bobby was dressed in clothes that were clean and appropriately sized and he appeared to be healthy, except for the bruising.
TH11 Jenkins Case Notes 5/01/10-05/02/10

Chronological Notes Report

Case Name: Jenkins, Carol Ann
Note ID: 
Worker Creating Note: Grey, Carter
Case ID: 
Date Entered: 05/01/2010 05:00PM
Worker Making Contact: Grey, Carter

Note Information
Contact Begin Date: 05/01/2010 9:30AM
Category: Child Investigation
Contact End Date: 05/01/2010 10:30AM
Worker Activity Code: Case Management
Type: Commencement (Initial)
No Request for Action: N

Safety: N Safety Resolved: N
Safety date: Safety Resolution:
FSFN: N FSFN Resolved: N
FSFN date: FSFN Resolution:
Admin: N Admin Resolved: N
Admin date: Admin Resolution:

Inv/Assessment Number: 2010-059743

Subjects Contacted:
Simmons, Carol 05/01/2010 09:30AM

Other Subjects:

Narrative:
Face-to-face with mother, Carol Simmons at home. Ronald Simmons, stepfather, was at work.
Carol said that she was at home because she had taken the day off from work. The home was
 neat, clean and well maintained. Ms. Simmons acted skittish during the interview and said that
Bobby's bruises happened when he got his head stuck in the automatic car window while he was
playing with the up and down button. When questioned about the bruises on his arms, she said
that a neighborhood boy caused the bruising when Bobby would not let him play with his new
truck. Mrs. Simmons stated that Bobby has "always bruised easily." Home was observed to be
clean and neat, with no hazardous conditions present. There was ample food and clothing and
the utilities were functional.
TH12 Jenkins Case Notes 5/01/10-05/02/10

Chronological Notes Report

Case Name: Jenkins, Carol Ann  Case ID:  
Note ID:  Date Entered: 05/01/2010 9:45AM  
Worker Creating Note: Grey, Carter  Worker Making Contact: Grey, Carter

Note Information

Contact Begin Date: 05/01/2010 9:30AM  Contact End Date: 05/01/2010 9:45AM
Category: Child Investigation  Type: Note to File—General
Worker Activity Code: Case Management  No Request for Action: N
Safety: N  Safety Resolved: N  Safety date:  
FSFN: N  FSFN Resolved: N  FSFN Resolution:  
Admin: N  Admin Resolved: N  Admin date:  Admin Resolution:

Contact Information

Inv/Assessment Number: 2010-050743
Subjects Contacted:  
Other Subjects:

Narrative:
Contacted the Child Protection Team, Law Enforcement, and the State Attorney to notify them of the intake.
TH13 Jenkins Investigative Summary (IS)

Jenkins IS from 1st SA

Child Welfare Pre-Service Training

INVESTIGATIVE SUMMARY (IS)
Child In-Home Investigation
(without reporter information)

<table>
<thead>
<tr>
<th>Case Name</th>
<th>Intake Number</th>
<th>Investigative Sub-Type</th>
<th>County</th>
</tr>
</thead>
<tbody>
<tr>
<td>JENKINS, BOBBY LEE</td>
<td>2010-058743-01</td>
<td>In-Home</td>
<td>Miami Dade</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date/Time Intake Received</th>
<th>Protective Investigator</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/01/2010 08:25AM</td>
<td>Grey, Carter</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date/Time Investigation Closed</th>
<th>Protective Investigator Supervisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/15/2010 04:00PM</td>
<td>Lewis, Maggie</td>
</tr>
</tbody>
</table>

I. Allegation Narrative(s)

<table>
<thead>
<tr>
<th>Sequence Type</th>
<th>Date/Time Received</th>
<th>Response Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initial</td>
<td>05/01/2010 08:25AM</td>
<td>24</td>
</tr>
</tbody>
</table>

Narrative

Reporter states that Bobby Lee Jenkins has bruise marks on the front and back of his neck and on both upper arms. Child would not respond when asked how the injuries occurred. Reporter is concerned that child may have been abused by his parents. Child is very shy and does not interact well with others.

II. Victim(s)

<table>
<thead>
<tr>
<th>Name</th>
<th>DOB</th>
<th>Age</th>
<th>Gender</th>
<th>Race</th>
<th>Disabilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jenkins, Bobby Lee</td>
<td>03/10/2006</td>
<td>4</td>
<td>Male</td>
<td>White</td>
<td></td>
</tr>
</tbody>
</table>

Maltreatment Findings Incident Date Caregiver Responsible Fatality

Physical Injury No Indicators 05/01/2010 No

Intervention Services are Needed Placement Outside the Home is Required Judicial Action Required

No

No

III. Other Participant(s)

<table>
<thead>
<tr>
<th>Name</th>
<th>DOB</th>
<th>Age</th>
<th>Gender</th>
<th>Race</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Simmons, Carol Anne</td>
<td>11/08/1983</td>
<td>26</td>
<td>Female</td>
<td>White</td>
<td>Parent/Caregiver</td>
</tr>
<tr>
<td>Simmons, Ronald L.</td>
<td>05/10/1982</td>
<td>27</td>
<td>Male</td>
<td>White</td>
<td>Parent/Caregiver</td>
</tr>
</tbody>
</table>

A person who knowingly or willfully makes public or discloses to any unauthorized person any confidential information contained in the central abuse hotline is subject to the penalty provisions of s. 39.205.
IV. Implications for Child Safety

A. Signs of Present Danger Implications

The family home was found to be clean with no hazardous conditions, functional utilities, ample supplies and no signs of drug usage. There is no history of violence between the mother and stepfather and no other individuals reside in the home. Mother and stepfather have no criminal history. She and the stepfather are employed and the child does attend preschool. Mother and stepfather are able to meet the needs of the family and do not appear to have any type of substance problems. The child’s biological father is employed and has visitation with the child. The actual injury to the child was not considered severe and was explained by the mother.

B. Child Vulnerability Implications

The child is under the age of five, however, presented with no developmental, physical, emotional or medical condition that increases his vulnerability. The child appear bonded and attached to the mother and she appears to be able to meet his needs. The child is visible to neighbors, extended family members, as well as preschool staff.

C. Protective Capacities Implications

There are no prior reports involving any of the subjects of this report. The mother appears willing to protect the child and understands the child needs. She advised that she needs no further assistance and is capable of taking care of the child. The stepfather and grandmother are willing to assist the mother and denied any type of abuse.

D. Criminal History Summary and Implications for Child Safety

Mother and stepfather have no criminal history.

E. Prior Reports and Service Records Implications for Child Safety

There are no prior reports involving any of the family members.

V. Overall Safety Assessment

The child appears to be at low-risk at the time of the closure of this intake. The child is visible to extended family and day care providers (Yellow Brick Road Pre School). Mother denied the need for any further services and appears capable of meeting the needs of the child.

VI. Summary/Findings Implications

There are no indicators of physical injury. Child’s mother provided statement as to how the injuries were received by the child. Stepfather denied abuse and agreed with the mother’s explanation. Child made no statements indicating abuse and the grandmother and neighbor denied mother and stepfather were abusive. Natural father of child was unavailable for interview.

VII. Recommended Disposition

Child and all family members denied abuse. They provided an explanation as to how the child received the bruises. There was no need for a safety plan, intervention services, removal and/or judicial action. The child is attending preschool and is visible to extended family and neighbors. Case closed with no indicators of physical injury.

---

A person who knowingly or wilfully makes public or discloses to any unauthorized person any confidential information contained in the central abuse hotline is subject to the penalty provisions of s. 39.205.
## TH15 Jenkins Investigative Summary (IS)

Jenkins IS from 1st SA

### Child Welfare Pre-Service Training

<table>
<thead>
<tr>
<th>VIII. Signatures</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Carter Grey</strong></td>
<td></td>
</tr>
<tr>
<td>SIGNATURE – Protective Investigator</td>
<td>Date Signed</td>
</tr>
<tr>
<td><strong>Maggie Lewis</strong></td>
<td></td>
</tr>
<tr>
<td>SIGNATURE - Protective Investigator Supervisor</td>
<td>Date Signed</td>
</tr>
</tbody>
</table>

A person who knowingly or willfully makes public or discloses to any unauthorized person any confidential information contained in the central abuse hotline is subject to the penalty provisions of s. 38.205.
Florida Statutes/F.A.C. References
Complete investigation within 60 days after receiving the initial intake unless:
s. 39.301(16)(a)-(c):
- There is an active, criminal investigation which continues beyond the 60 days.
- Child death cases: Final report of the medical examiner is not received w/in 60 days.
- Child is missing: 60 days extended until child is located or sufficient information exists to close the investigation.
Notify LE, SAO. 39.301(17)
Must immediately forward allegations of criminal conduct to LE in the municipality or county where the alleged conduct occurred.
- F. S. 39.301(2)(b)1.-6. defines criminal conduct as: Child is known or suspected to be the victim of:
  - Child maltreatment
  - Aggravated child abuse
  - Sexual battery or sexual abuse
  - Institutional child abuse or neglect
  - Human trafficking
  - Or the child is known or suspected to have died as a result of maltreatment.
- Orally notify the jurisdictionally responsible state attorney, and law enforcement agency according to 39.301(17) and within 3 working days, transmit written report.
- SA must report findings to the agency office w/in 15 days. 39.301(20)
- Orally notify the CBC within 1 working day in the event that the case is open to services.
- For cases accepted by LE for criminal investigation, document in investigative file per 39.301(14)(c) that the administrative review included:
  - Input from law enforcement (if criminal investigation occurred)
  - Results of CPT evaluation, if referral was completed
- If intake includes a maltreatment of human trafficking or if PI suspects human trafficking, local and federal law enforcement must be notified. 175-14, CFOP

Conduct face-to-face interviews. 39.301(6) and (13); QPS #3, 4, 5, 6
- An assessment of risk and the perceived needs for the child and family must be conducted in a manner sensitive to the social, economic, and cultural environment of the family.
- This assessment must include a face-to-face interview with the child, other siblings, parents, and other adults in the household and an onsite assessment of the child’s residence.
- Onsite visits and face-to-face interviews with the child or family must be unannounced, unless such unannounced visit will threaten the safety of the child.
Document child’s condition, appearance and development. 65C-29.003(3)(c)
- Must observe and document the condition, appearance, and development of each child named in the intake and all other children who reside in the household.

Document the physical condition of the child’s residence. 65C-29.003(3)(g)
- Must observe and document the conditions of the child’s home; consider the child’s bedroom, presence of hazardous condition, clothing, food, etc.
- If physical evidence must be removed (other than the child) a request must be made for LE to initiate a criminal investigation.

Factors to consider when determining high risk cases 39.301(8)(b) F.S.
- A petition for dependency must be filed in all cases classified as high risk. Factors to consider in deciding if a case is high-risk include, but are not limited to:
  - Young age of the parents or legal custodians
  - Use of illegal drugs
  - Domestic violence
  - The arrest of the parents or legal custodians on charges of manufacturing, processing, disposing of, or storing, either temporarily or permanently, any substances in violation of Chapter 893, F.S.

Cases required to be referred to CPT 39.303(2)(a)-(h); QPS #13
- Certain cases must be referred to CPT for assessment and appropriate available support services:
  - Head injuries, bruises to the neck or head, burns, or fractures in a child of any age
  - Bruises anywhere on a child 5 years of age or younger
  - Any intake alleging sexual abuse of a child
  - Any sexually transmitted disease in a prepubescent child
  - Malnutrition and failure of a child to thrive
  - Medical neglect
  - Any family in which one or more children have been pronounced dead on arrival at a hospital or other health care facility, or have been injured and later died, as a result of suspected maltreatment when any sibling or other child remains in the home
  - Symptoms of serious emotional problems in a child when emotional or other abuse, abandonment, or neglect is suspected
  - Exception is when you determine “no injuries” occurred. You must complete the safety assessment and obtain supervisor approval.
Make collateral contacts. 65C-29.003(9); QPS #1.9, 1.10

- Your supervisor will assure that relevant collateral contacts are made and documented in the file.
- To be relevant, this person needs to have had contact with the child, alleged perpetrator, or the family and must have had direct knowledge or information regarding the family’s situation.
- “Zahid Jones, Jr., Give Grandparents and Other Relatives a Voice Act”: Requires CPI to obtain collateral contact from a relative if a family is offered but refuses services, if the CPI has knowledge of and the ability, to contact a relative.

Judicial vs. Non-judicial In-Home Services
39.301(8)(a) and (b), 39.301(14)(a)-(c); F.A.C. 65C-30.010; QPS #20, 21, 22

Non-judicial In-Home Services Criteria
- Child’s safety can be assured without judicial oversight
- Can deliver services effectively through Non-judicial In-Home services provision
- Non-judicial In-Home supervision cases only;
- Does NOT include cases for children at high risk.
- May or may not have legal sufficiency to file dependency petition
- Includes those families who have been referred to Family Preservation Services

Prior to offering Non – Judicial In-Home Services to the family:
Consult with supervisor using the Safety Assessment tool to determine the risk level to the child and consider the following:

- Presence of high risk factors
- Criminal, domestic violence and abuse/neglect history of the parents or legal custodians and others who live in or frequent the home
- Presence of any chronic, severe or multiple maltreatments
- Prior intakes of maltreatment and their findings
- History of non-compliance or non-cooperation during the previous interventions
- Mitigating factors, such as the degree of cooperation by the parents/legal custodians and their ability to follow through with planned actions and referrals

Grounds for TPR s.39.806 (1) (a)-(e) summarized

- (a) Parent or parents voluntarily executed a written surrender of the child.
- (b) Abandonment as defined in s. 39.01(1) or when the identity or location of the parents is unknown and cannot be ascertained by diligent search within 60 days.
- (c) Continuing involvement of the parent or parents in the parent-child relationship threatens the life, safety, well-being, or physical, mental, or emotional health of the child irrespective of the provision of services.
- (d) Parent of a child is incarcerated in a state or federal correctional institution and either
• is expected to be incarcerated during a substantial portion of the period of time before the child will attain the age of 18 years;
• has been determined by the court to be a violent career criminal; or
• the court determines by clear and convincing evidence that continuing the parental relationship with the incarcerated parent would be harmful to the child.

• (e) The child has been adjudicated dependent, a case plan has been filed with the court, and:
  • The child continues to be abused, neglected, or abandoned by the parent(s); failure of parents to substantially comply for 9 months after adjudication or shelter, whichever occurs first, constitutes evidence of continuing abuse unless parents lack financial resources or the department fails to make reasonable efforts to reunify.
  • Parent or parents have materially breached the case plan. The court must find by clear and convincing evidence that the parent(s) are unlikely or unable to substantially comply with the case plan before time to comply expires.

No Reasonable Efforts Required s.39.806 (1) Grounds (f)-(l)

• (f) Parent or parents have engaged in egregious conduct or had the opportunity and capability to prevent and knowingly failed to prevent egregious conduct that threatens the life, safety, or physical, mental, or emotional health of the child or the child's sibling.
• (g) Parent or parents have subjected the child or another child to aggravated child abuse, sexual battery, sexual abuse, or chronic abuse.
• (h) Parent or parents have committed the murder, manslaughter, aiding or abetting the murder, or conspiracy or solicitation to murder the other parent or another child, or a felony battery that resulted in serious bodily injury to the child or to another child.
• (i) Parental rights of the parent to a sibling of the child have been terminated involuntarily.
• (j) The parent or parents have a history of extensive, abusive, and chronic use of alcohol or a controlled substance which renders them incapable of caring for the child and have refused or failed to complete available treatment for the 3-year period immediately preceding the filing of the TPR petition.
• (k) A test administered at birth that indicated the child's blood, urine, or meconium contained alcohol or a controlled substance not the result of medical treatment for the mother or the newborn and the biological mother of the child is the biological mother of at least 1 other child who was adjudicated dependent due to a finding of harm due to exposure to alcohol or a controlled substance re: 38.01 (31)(g) after which the biological mother had the opportunity to participate in substance abuse treatment.
• (l) On 3 or more occasions the child or another child of the parent(s) has been placed in out-of-home care and the conditions that led to the child's out-of-home placement were caused by the parent(s).
Identification of Children F.A.C. 65C-30.004

Photographs
- Photographs must be kept in the case file and maintained in the statewide photo database.
- Photos must include shoulders to the top of the head with name, D. O. B., and date the photo was taken written on it.
- Children who must be photographed:
  - Timeframes:
    - out-of-home care—within 72 hours of removal
    - Judicial In-Home services—within 15 days of transfer to service unit
  - Photograph children:
    - and sibling groups ready for adoption who must be registered on Adoption Exchange System
  - upon removal in case the child runs away or is taken by the parent after placement.
  - returning to care from missing or runaway status, unless appearance has not changed significantly since last photo
- Photos must be updated:
  - every 6 months for ages 0-60 months;
  - yearly for ages 60 months to age 18.
  - Children receiving Judicial In-Home Services cases do not need to be photographed. 65C-30.010 (7)(b)

Fingerprints (out-of-home only)
- Ages 3 years or older, must be obtained within 15 days after initial placement and must be maintained in the child’s case file.
- Under 3, a means of obtaining the child’s footprints must be explored.

Birth Verification
- Out-of-Home care—within 15 calendar days of placement
- Judicial In-Home services—within 15 days of transfer to services unit
- children born out of state or out-of-country-request within 15 days from initial placement
- certified copy for licensed out-of-home care
### Decision-Making Checklist

**Module 1: Assessment and Decision-Making**

#### 1. Gather and Document Information

**Subjects of Intake & Allegation**
- [ ] Contact reporter, if appropriate.

**Current and Prior Intakes/Investigations (FSFN) - QPS #1**
- [ ] Current/prior intakes/investigations
- [ ] Prior records, with findings, staff with supervisor
- [ ] Existing case files
- [ ] Prior unfounded intakes
- [ ] Service providers

**Criminal History - F.S. 39.301 (9) (c), F.S. 39.306; QPS #1**
- [ ] State and federal records checks
- [ ] Local law enforcement, including call outs to home
- [ ] Child Protective Services from other states when applicable
- [ ] Department of Juvenile Justice
- [ ] Department of Corrections
- [ ] Domestic Violence Injunction Registry

**Interviews - F.S. 39.301(6) (9) (10); QPS #4, 5, 9, 10**
- [ ] Reporter (if known)
- [ ] Face-to-face:
  - [ ] Child, siblings (alone)
  - [ ] Note or photograph condition, appearance, development
  - [ ] Parents, caregivers (separately)
  - [ ] All household members
- [ ] Colleagues (neighbors, friends, relatives, teachers)
- [ ] Alleged perpetrator (when appropriate)

**Identify and Locate Absent Parent(s)**
- [ ] Begin diligent search

**Other Documentation - i.e.; QPS #10; 11; 15**
- [ ] CPT reports, photographs, interviews FS 39.304 (1)
- [ ] School records
- [ ] Health department records
- [ ] Medical records
- [ ] Emergency response
- [ ] Non-medical records
- [ ] Demographic/corrections in addresses, d.o.b., etc.
Physical Evidence

- follow local protocol

Observe and Document the Home Environment - FS 38.301 (6)

- living conditions inside and out
- food, shelter, clothing adequate to meet child's needs
- safety of physical environment
- child's bedroom
- place and cause of maltreatment

Information about the Family (Family Assessment Factors) QPS #6

- attitude regarding intervention
- culture and family background
- parent/caregiver history of abuse
- family relationships/family dynamics/interactions, attitude towards child
- child characteristics that might increase risk
- ages of children and caregivers
- community and family supports
- discipline and parenting techniques
- stressors
- substance abuse/domestic violence
- ability to meet child(ren)'s needs and keep children safe

II. ASSESS

Examine/Analyze the Information to Assess Plausibility of the Explanation QPS #10, 11, 16

- What are the indicators?
- What is the physical evidence?
- Does injury/maltreatment match the explanation?
- Is an accidental injury possible relative to child's development?
- Does the place and the cause of injury seem plausible?
- Can anyone support/corroborate the parents/caregivers' explanation?
- Compare CPT documentation, photographs, and interviews with other investigative information.
- Look for any inconsistencies.
- Consult supervisor and CLS attorney.
- Have all relevant sources of information been contacted and the information documented?
III. SAFETY ASSESSMENT AND DECISION-MAKING

Make decisions based upon careful assessment (analysis and synthesis) of information and based upon statutes, policy, procedures.

QPS #7, 10, 18, 24, 26

- What are immediate safety decisions?
  - Tools: Intake, Prior History, Child Maltreatment Matrix, SA, Family Assessment
  - Process: Investigative procedures
- Assess immediate and long-term risk to child.
- Determine the need for a safety plan.
- Make safety decision:
  - remove child
  - leave child In-Home-non-judicial
  - leave child In-Home-judicial action
What would you like to ask the child victim and the caregiver(s)?
Display PPT6, Gather and Document Information: Interviewing

What other collateral contacts would you make, and for what purpose?
Display PPT7, Gather Information: Other Documentation.

Remind class of requirement to complete a relative collateral contact (if information is available) when family is offered and refuses services.

What are your options once the mother failed to appear for the CPT appointment?

Tell class to ask their unit/agency for procedures to:
- Obtain closed files
- Access CPT records
- Access medical records and consent forms
- Obtain and read records checks

Display PPT8, Observe and Document the Home Environment and ask:

What must you observe in the home environment?
II. Assess

Assessing information is critical.

Just having information means little if you do not take a critical look at all of the sources of information.

How do you make assessments?

- examine/analyze all information
- weigh the plausibility of information to decide if it is:
  - reasonable
  - reliable
  - supported
- Reasonable information is common sense, logical or easily verifiable, or
information that comes from a source that is considered reliable in a given context.

- Display **PPT11, Examine/Analyze Information to Determine Plausibility** while groups share responses on the checklist.

![](image)

- How would you investigate the mother’s explanation for the injuries?
- Is information reasonable, reliable, and supported?
- Have all relevant sources of information been contacted and documented?

**Ask the following question:**

- Is untrue information useless? Why or Why not?
  - No. All information collected is important in the decision-making process. For example, when a perpetrator makes a false statement, it provides insight into his or her character and reliability.
  - Information that is unreasonable, unreliable, or unsupported must not be accepted at face value. This type of information demands careful scrutiny and further investigation.

- How did the Child Maltreatment Matrix tool assist your investigation of the alleged maltreatment(s)?

*The 3rd section of the Decision-Making Checklist, Safety Assessment and Decision-Making are discussed during the next topic.*

**Topic ~ Explain How Assessment Affects Decision-Making**

**Materials**
- PG3-7 Florida Statutes/F.A.C. References
- PG8-10 Decision-Making Checklist
- PG15 Investigative Summary (IS) Job Aid
- TH13-15 Jenkins Investigative Summary (IS)

*Continue discussion of decisions for the Bobby Lee Jenkins case.*
Groups will answer questions below and then compare their decisions to those made by Carter Grey.

(PG and TH pages inserted in following pages)

III. Safety Assessment and Decision-Making
Refer to PG8-10, Decision-Making Checklist, the section, “Safety Assessment and Decision-Making.” *(PG pages inserted on the following pages TG34-36)*
Display PPT12, Safety Assessment and Decision-Making.

What are your immediate safety concerns for Bobby Lee Jenkins?

Display PPT13, Safety Assessment and Decision-Making

- Refer class to PG15, Investigative Summary (IS) Job Aid to answer the following questions: *(PG page inserted on the following page TG37)*

Using only the information obtained by Carter Grey, what decisions would you enter on the IS under “Recommended Disposition,” Section VII?

Did Carter Grey gather enough information to be able to adequately address all of the identified allegations and ensure the safety of the child?

Based upon the information you have so far, what would you enter for the findings?

Discussion
Comparison of Group Decisions to Carter Grey’s

- Refer class to **TH13-15**, Jenkins IS and review with the class Section V (Overall Safety Assessment) - the first IS completed by Carter Grey:
  
  - “The child appears to be at low risk at the time of the closure of this intake. The child is visible to extended family and day care providers (Yellow Brick Road Pre School). Mother denied the need for any further services and appears capable of meeting the needs of the child.”

- Share Carter Grey’s entry for findings: “No Indicators” and compare to groups’ findings.

- Refer class to **TH13-15, Jenkins Investigative Summary** (IS: 1st SA)

- Ask learners to review the section “Recommended Disposition” (IS section VII) to compare their group's decisions with Carter Grey's.

- Refer class to **PG3-7, Florida Statutes/F.A.C. References.** *(PG pages inserted on the following pages TG41-45)*

  - Did the investigator in the Jenkins' case follow F.S. 39.301(6)(10)(13) and F.A.C. 65C-29-003(3)(c) requiring face-to-face contacts?

  - What other statutes and procedures were/were not followed in this case?

  - What “best practice” decisions were/were not followed?
## Decision-Making Checklist

<table>
<thead>
<tr>
<th>Decision-Making Checklist</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>I. Gather and Document Information</strong></td>
</tr>
<tr>
<td><strong>Subjects of Intake &amp; Allegation</strong></td>
</tr>
<tr>
<td>- Contact reporter, if appropriate.</td>
</tr>
<tr>
<td><strong>Current and Prior Intakes/Investigations (FSFN) - QPS #1</strong></td>
</tr>
<tr>
<td>- current/prior intakes/investigations</td>
</tr>
<tr>
<td>- if prior with findings, staff with supervisor</td>
</tr>
<tr>
<td>- existing case files</td>
</tr>
<tr>
<td>- prior unfounded intakes</td>
</tr>
<tr>
<td>- service providers</td>
</tr>
<tr>
<td><strong>Criminal History - F.S. 39.301(9) (c), F.S. 39.306; QPS #1</strong></td>
</tr>
<tr>
<td>- state and federal records checks</td>
</tr>
<tr>
<td>- local law enforcement, including call outs to home</td>
</tr>
<tr>
<td>- Child Protective Services from other states when applicable</td>
</tr>
<tr>
<td>- Department of Juvenile Justice</td>
</tr>
<tr>
<td>- Department of Corrections</td>
</tr>
<tr>
<td>- Domestic Violence Injunction Registry</td>
</tr>
<tr>
<td><strong>Interviews - F.S. 39.301(6)(9)(10); QPS #4, 5, 9, 10</strong></td>
</tr>
<tr>
<td>- reporter (if known)</td>
</tr>
<tr>
<td>- face-to-face:</td>
</tr>
<tr>
<td>- child, siblings (alone)</td>
</tr>
<tr>
<td>- note or photograph condition, appearance, development</td>
</tr>
<tr>
<td>- parents, caregivers (separately)</td>
</tr>
<tr>
<td>- all household members</td>
</tr>
<tr>
<td>- neighbors (friends, relatives, teachers)</td>
</tr>
<tr>
<td>- alleged perpetrator (when appropriate)</td>
</tr>
<tr>
<td><strong>Identify and Locate Absent Parent(s)</strong></td>
</tr>
<tr>
<td>- begin diligent search</td>
</tr>
<tr>
<td><strong>Other Documentation - i.e.; QPS #10; 11; 15</strong></td>
</tr>
<tr>
<td>- CPT reports, photographs, interviews F.S. 39.304 (1)</td>
</tr>
<tr>
<td>- school records</td>
</tr>
<tr>
<td>- health department records-medical records</td>
</tr>
<tr>
<td>- emergency room medical records</td>
</tr>
<tr>
<td>- demographic/corrections in addresses, d.o.b., etc.</td>
</tr>
</tbody>
</table>
Physical Evidence
- follow local protocol

Observe and Document the Home Environment - FS 38.301 (6)
- living conditions inside and out
- food, shelter, clothing adequate to meet child's needs
- safety of physical environment
- child's bedroom
- place and cause of maltreatment

Information about the Family (Family Assessment Factors) QPS #6
- attitude regarding intervention
- culture and family background
- parent/caregiver history of abuse
- family relationships/family dynamics/interactions, attitude towards child
- child characteristics that might increase risk
- ages of children and caregivers
- community and family supports
- discipline and parenting techniques
- stressors
- substance abuse/domestic violence
- ability to meet child(ren)'s needs and keep children safe

II. ASSESS

Examine/Analyze the Information to Assess Plausibility of the Explanation
QPS #10, 11, 18
- What are the indicators?
- What is the physical evidence?
- Does injury/maltreatment match the explanation?
- Is an accidental injury possible relative to child's development?
- Does the place and the cause of injury seem plausible?
- Can anyone support/corroboreate the parents/caregivers' explanation?
- Compare CPT documentation, photographs, and interviews with other investigative information.
- Look for any inconsistencies.
- Consult supervisor and CLS attorney.
- Have all relevant sources of information been contacted and the information documented?
III. SAFETY ASSESSMENT AND DECISION-MAKING

Make decisions based upon careful assessment (analysis and synthesis) of information and based upon statutes, policy, procedures.

QPS #7, 10, 18, 24, 26

- What are immediate safety decisions?
  - Tools: i.e. Intake, Prior History, Child Maltreatment Matrix, SA, Family Assessment
  - Process: Investigative procedures
- Assess immediate and long-term risk to child.
- Determine the need for a safety plan.
- Make safety decision:
  - remove child
  - leave child In-Home-non-judicial
  - leave child In-Home-judicial action
<table>
<thead>
<tr>
<th>Investigative Summary (IS) Job Aid</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Implications for Child Safety</strong></td>
</tr>
<tr>
<td>IV.</td>
</tr>
<tr>
<td>A. Signs of Present Danger Implications</td>
</tr>
<tr>
<td>This section will automatically populate from the initial and updated sections of the Safety Assessment.</td>
</tr>
<tr>
<td>B. Child Vulnerability Implications</td>
</tr>
<tr>
<td>This section will automatically populate from the initial and updated sections of the Safety Assessment.</td>
</tr>
<tr>
<td>C. Protective Capacities Implications</td>
</tr>
<tr>
<td>This section will automatically populate from the initial and updated sections of the Safety Assessment.</td>
</tr>
<tr>
<td>D. Criminal History Summary and Implications for Child Safety</td>
</tr>
<tr>
<td>This section can be documented at any point in the case but must be documented at disposition. Document FCIC, DOC, and Sexual offender information for each household member or frequent visitor. Also document the disposition of each criminal charge if known. Summarize how the criminal charges impact child safety.</td>
</tr>
<tr>
<td>E. Prior Reports and Service Records Implications for Child Safety</td>
</tr>
<tr>
<td>This section can be documented at any point in the case but must be documented at disposition. Document any Florida prior abuse report history and/or out of state child welfare history including the disposition and/or services offered. Summarize how the prior abuse/service history impacts child safety.</td>
</tr>
<tr>
<td>V. Overall Safety Assessment</td>
</tr>
<tr>
<td>This section will automatically populate from the most recent Overall Safety Assessment that is documented in the most recent Safety Assessment.</td>
</tr>
<tr>
<td>VI. Summary/Findings Implications</td>
</tr>
<tr>
<td>This section is documented in the disposition section of FSFN. Document for each child/victim each alleged maltreatment and the findings (verified, some indicators, no indicators) within 45 days from receipt of intake. Specify the person responsible if the finding is determined to be verified. Also document the evidence that led to the findings determination. Summarize how these maltreatment findings impact child safety.</td>
</tr>
</tbody>
</table>
TH13 Jenkins Investigative Summary (IS)

Jenkins IS from 1st SA

Child Welfare Pre-Service Training

<table>
<thead>
<tr>
<th>Case Name</th>
<th>Intake Number</th>
<th>Investigative Sub-Type</th>
<th>County</th>
</tr>
</thead>
<tbody>
<tr>
<td>JENKINS, BOBBY LEE</td>
<td>2010-058743-01</td>
<td>In-Home</td>
<td>Miami Dade</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date/Time Intake Received</th>
<th>Protective Investigator</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/01/2010 08:25AM</td>
<td>Grey, Carter</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date/Time Investigation Closed</th>
<th>Protective Investigator Supervisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/15/2010 04:00PM</td>
<td>Lewis, Maggie</td>
</tr>
</tbody>
</table>

I. Allegation Narrative(s)

Sequence Type | Date/Time Received | Response Priority |
--------------|--------------------|-------------------|
Initial       | 05/01/2010 08:25AM | 24                |

Narrative

Reporter states that Bobby Lee Jenkins has bruise marks on the front and back of his neck and on both upper arms. Child would not respond when asked how the injuries occurred. Reporter is concerned that child may have been abused by his parents. Child is very shy and does not interact well with others.

II. Victim(s)

<table>
<thead>
<tr>
<th>Name</th>
<th>DOB</th>
<th>Age</th>
<th>Gender</th>
<th>Race</th>
<th>Disabilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jenkins, Bobby Lee</td>
<td>03/10/2006</td>
<td>4</td>
<td>Male</td>
<td>White</td>
<td></td>
</tr>
</tbody>
</table>

Maltreatment Findings Incident Date | Caregiver Responsible | Fatality |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>No Indicators</td>
<td>05/01/2010</td>
<td>No</td>
</tr>
</tbody>
</table>

Physical Injury Placement Outside the Home is Required Judicial Action Required |
No No |

III. Other Participant(s)

<table>
<thead>
<tr>
<th>Name</th>
<th>DOB</th>
<th>Age</th>
<th>Gender</th>
<th>Race</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Simmons, Carol Anne</td>
<td>11/08/1983</td>
<td>26</td>
<td>Female</td>
<td>White</td>
<td>Parent/Caregiver</td>
</tr>
<tr>
<td>Simmons, Ronald L.</td>
<td>05/10/1982</td>
<td>27</td>
<td>Male</td>
<td>White</td>
<td>Parent/Caregiver</td>
</tr>
</tbody>
</table>

A person who knowingly or willfully makes public or discloses to any unauthorized person any confidential information contained in the central abuse hotline is subject to the penalty provisions of s. 39.205.
### IV Implications for Child Safety

#### A. Signs of Present Danger Implications

The family home was found to be clean with no hazardous conditions, functional utilities, ample supplies and no signs of drug usage. There is no history of violence between the mother and stepfather and no other individuals reside in the home. Mother and stepfather have no criminal history. She and the stepfather are employed and the child does attend pre-school. Mother and stepfather are able to meet the needs of the family and do not appear to have any type of substance problems. The child’s biological father is employed and has visitation with the child. The actual injury to the child was not considered severe and was explained by the mother.

#### B. Child Vulnerability Implications

The child is under the age of five; however, presented with no developmental, physical, emotional or medical condition that increases his vulnerability. The child appears bonding and attached to the mother and she appears to be able to meet his needs. The child is visible to neighbors, extended family members, as well as preschool staff.

#### C. Protective Capacities Implications

There are no prior reports involving any of the subjects of this report. The mother appears willing to protect the child and understands the child needs. She advised that she needs no further assistance and is capable of taking care of the child. The stepfather and grandmother are willing to assist the mother and denied any type of abuse.

#### D. Criminal History Summary and Implications for Child Safety

- Mother and stepfather have no criminal history.

#### E. Prior Reports and Service Records Implications for Child Safety

- There are no prior reports involving any of the family members.

### V. Overall Safety Assessment

The child appears to be at low-risk at the time of the closure of this intake. The child is visible to extended family and day care providers (Yellow Brick Road Pre School). Mother denied the need for any further services and appears capable of meeting the needs of the child.

### VI. Summary/Findings Implications

- There are no indicators of physical injury. Child’s mother provided statement as to how the injuries were received by the child. Stepfather denied abuse and agreed with the mother’s explanation. Child made no statements indicating abuse and the grandmother and neighbor denied mother and stepfather were abusive. Natural father of child was unavailable for interview.

### VII. Recommended Disposition

- Child and all family members denied abuse. They provided an explanation as to how the child received the bruises. There was no need for a safety plan, intervention services, removal and/or judicial action. The child is attending preschool and is visible to extended family and neighbors. Case closed with no indicators of physical injury.

---

* A person who knowingly or willfully makes public or discloses to any unauthorized person any confidential information contained in the central abuse hotline is subject to the penalty provisions of s. 39.205.
## TH15 Jenkins Investigative Summary (IS)

<table>
<thead>
<tr>
<th>VIII. Signatures</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Carter Grey</strong></td>
</tr>
<tr>
<td>SIGNATURE – Protective Investigator</td>
</tr>
<tr>
<td><strong>Maggie Lewis</strong></td>
</tr>
<tr>
<td>SIGNATURE - Protective Investigator Supervisor</td>
</tr>
</tbody>
</table>

A person who knowingly or willfully makes public or discloses to any unauthorized person any confidential information contained in the central abuse hotline is subject to the penalty provisions of s. 39.205.
Florida Statutes/F.A.C. References
Complete investigation within 60 days after receiving the initial intake unless:
$s. 39.301(16)(a)-(c)$:
- There is an active, criminal investigation which continues beyond the 60 days.
- Child death cases: Final report of the medical examiner is not received within 60 days.
- Child is missing: 60 days extended until child is located or sufficient information exists to close the investigation.

Notify LE, SAO: 39.301(17)
Must immediately forward allegations of criminal conduct to LE in the municipality of county
where the alleged conduct occurred.
- F. S. 39.301(2)(b)1.-6. defines criminal conduct as: Child is known or suspected to be the
victim of:
  - Child maltreatment
  - Aggravated child abuse
  - Sexual battery or sexual abuse
  - Institutional child abuse or neglect
  - Human trafficking
  - Or the child is known or suspected to have died as a result of maltreatment.
- Orally notify the jurisdictionally responsible state attorney, and law enforcement agency
  according to 39.301(17) and within 3 working days, transmit written report.
- SA must report findings to the agency office within 15 days. 39.301(20)
- Orally notify the CBC within 1 working day in the event that the case is open to services.
- For cases accepted by LE for criminal investigation, document in investigative file per
  39.301(14)(c) that the administrative review included:
    - Input from law enforcement (if criminal investigation occurred)
    - Results of CPT evaluation, if referral was completed
- If intake includes a maltreatment of human trafficking or if PI suspects human trafficking, local
  and federal law enforcement must be notified. 175-14, CFOP

Conduct face-to-face interviews. 39.301(6) and (13); QPS #3, 4, 5, 6
- An assessment of risk and the perceived needs for the child and family must be conducted in
  a manner sensitive to the social, economic, and cultural environment of the family.
- This assessment must include a face-to-face interview with the child, other siblings, parents,
  and other adults in the household and an onsite assessment of the child’s residence.
- Onsite visits and face-to-face interviews with the child or family must be unannounced, unless
  such unannounced visit will threaten the safety of the child.
Document child's condition, appearance and development. 65C-29.003(3)(c)
- Must observe and document the condition, appearance, and development of each child named in the intake and all other children who reside in the household.

Document the physical condition of the child's residence. 65C-29.003(3)(g)
- Must observe and document the conditions of the child's home, consider the child's bedroom, presence of hazardous condition, clothing, food, etc.
- If physical evidence must be removed (other than the child) a request must be made for LE to initiate a criminal investigation.

Factors to consider when determining high risk cases 39.301(8)(b) F.S.
- A petition for dependency must be filed in all cases classified as high risk. Factors to consider in deciding if a case is high-risk include, but are not limited to:
  - Young age of the parents or legal custodians
  - Use of illegal drugs
  - Domestic violence
  - The arrest of the parents or legal custodians on charges of manufacturing, processing, disposing of, or storing, either temporarily or permanently, any substances in violation of Chapter 893, F.S.

Cases required to be referred to CPT 39.303(2)(a)-(h); QPS #13
- Certain cases must be referred to CPT for assessment and appropriate available support services:
  - Head injuries, bruises to the neck or head, burns, or fractures in a child of any age
  - Bruises anywhere on a child 5 years of age or younger
  - Any intake alleging sexual abuse of a child
  - Any sexually transmitted disease in a prepubescent child
  - Malnutrition and failure of a child to thrive
  - Medical neglect
  - Any family in which one or more children have been pronounced dead on arrival at a hospital or other health care facility, or have been injured and later died, as a result of suspected maltreatment when any sibling or other child remains in the home
  - Symptoms of serious emotional problems in a child when emotional or other abuse, abandonment, or neglect is suspected
- Exception is when you determine "no injuries" occurred. You must complete the safety assessment and obtain supervisor approval.
Make collateral contacts. 65C-29.003(9); QPS #1.9, 1.10

- Your supervisor will assure that relevant collateral contacts are made and documented in the file.
- To be relevant, this person needs to have had contact with the child, alleged perpetrator, or the family and must have had direct knowledge or information regarding the family’s situation.
- "Zahid Jones, Jr, Give Grandparents and Other Relatives a Voice Act": Requires CPI to obtain collateral contact from a relative if a family if offered but refuses services, if the CPI has knowledge of and the ability, to contact a relative.

Judicial vs. Non-judicial In-Home Services
39.301(8)(a) and (b), 39.301(14)(a)-(c); F.A.C. 65C-30.010; QPS #20, 21, 22

Non-judicial In-Home Services Criteria
- Child’s safety can be assured without judicial oversight
- Can deliver services effectively through Non-judicial In-Home services provision
- Non-judicial In-Home supervision cases only;
- Does NOT include cases for children at high risk.
- May or may not have legal sufficiency to file dependency petition
- Includes those families who have been referred to Family Preservation Services

Prior to offering Non – Judicial In-Home Services to the family:
Consult with supervisor using the Safety Assessment tool to determine the risk level to the child and consider the following:
- Presence of high risk factors
- Criminal, domestic violence and abuse/neglect history of the parents or legal custodians and others who live in or frequent the home
- Presence of any chronic, severe or multiple maltreatments
- Prior intakes of maltreatment and their findings
- History of non-compliance or non-cooperation during the previous interventions
- Mitigating factors, such as the degree of cooperation by the parents/legal custodians and their ability to follow through with planned actions and referrals

Grounds for TPR s.39.806 (1) (a)-(e) summarized
- (a) Parent or parents voluntarily executed a written surrender of the child.
- (b) Abandonment as defined in s. 39.01(1) or when the identity or location of the parents is unknown and cannot be ascertained by diligent search within 60 days.
- (c) Continuing involvement of the parent or parents in the parent-child relationship threatens the life, safety, well-being, or physical, mental, or emotional health of the child irrespective of the provision of services.
- (d) Parent of a child is incarcerated in a state or federal correctional institution and either
is expected to be incarcerated during a substantial portion of the period of time before the child will attain the age of 18 years;

has been determined by the court to be a violent career criminal; or

the court determines by clear and convincing evidence that continuing the parental relationship with the incarcerated parent would be harmful to the child.

(e) The child has been adjudicated dependent, a case plan has been filed with the court, and:

The child continues to be abused, neglected, or abandoned by the parent(s); failure of parents to substantially comply for 9 months after adjudication or shelter, whichever occurs first, constitutes evidence of continuing abuse unless parents lack financial resources or the department fails to make reasonable efforts to reunify.

Parent or parents have materially breached the case plan. The court must find by clear and convincing evidence that the parent(s) are unlikely or unable to substantially comply with the case plan before time to comply expires.

No Reasonable Efforts Required s.39.806 (1) Grounds (f)-(l)

(f) Parent or parents have engaged in egregious conduct or had the opportunity and capability to prevent and knowingly failed to prevent egregious conduct that threatens the life, safety, or physical, mental, or emotional health of the child or the child’s sibling.

(g) Parent or parents have subjected the child or another child to aggravated child abuse, sexual battery, sexual abuse, or chronic abuse.

(h) Parent or parents have committed the murder, manslaughter, aiding or abetting the murder, or conspiracy or solicitation to murder the other parent or another child, or a felony battery that resulted in serious bodily injury to the child or to another child.

(i) Parental rights of the parent to a sibling of the child have been terminated involuntarily.

(j) The parent or parents have a history of extensive, abusive, and chronic use of alcohol or a controlled substance which renders them incapable of caring for the child and have refused or failed to complete available treatment for the 3-year period immediately preceding the filing of the TPR petition.

(k) A test administered at birth that indicated the child’s blood, urine, or meconium contained alcohol or a controlled substance not the result of medical treatment for the mother or the newborn and the biological mother of the child is the biological mother of at least 1 other child who was adjudicated dependent due to a finding of harm due to exposure to alcohol or a controlled substance re: 39.01 (3)(g) after which the biological mother had the opportunity to participate in substance abuse treatment.

(l) On 3 or more occasions the child or another child of the parent(s) has been placed in out-of-home care and the conditions that led to the child’s out-of-home placement were caused by the parent(s).
Identification of Children F.A.C. 65C-30.004

Photographs
- Photographs must be kept in the case file and maintained in the statewide photo database.
- Photos must include shoulders to the top of the head with name, D. O. B., and date the photo was taken written on it.
- Children who must be photographed:
  - Timeframes:
    - out-of-home care within 72 hours of removal
    - Judicial In-Home services; within 15 days of transfer to service unit
  - Photograph children:
    - and sibling groups ready for adoption who must be registered on Adoption Exchange System
    - upon removal in case the child runs away or is taken by the parent after placement.
    - returning to care from missing or runaway status, unless appearance has not changed significantly since last photo
  - Photos must be updated:
    - every 6 months for ages 0-60 months;
    - yearly for ages 60 months to age 18.
  - Children receiving Judicial In-Home Services cases do not need to be photographed. 65C-30.010 (7)(b)

Fingerprints (out-of-home only)
- Ages 3 years or older, must be obtained within 15 days after initial placement and must be maintained in the child's case file.
- Under 3, a means of obtaining the child's footprints must be explored.

Birth Verification
- Out-of-Home care within 15 calendar days of placement
- Judicial In-Home services within 15 days of transfer to services unit
- Children born out of state or out-of-country-request within 15 days from initial placement
- Certified copy for licensed out-of-home care
Module 2: Analysis of Assessment Information

Display PPT14, Module 2 Objectives and present an overview of the module by summarizing each of the module objectives.

Background Knowledge/Experience

Prior to beginning instruction for this module, relate the module goal to the learners’ job, emphasizing the importance and “need to know.”

Goal: To assess risk and make safety decisions using the Safety Assessment Tool.

What kinds of information must be analyzed in order to make appropriate safety decisions for the child? (safety factors i.e. to assess current/ongoing risk)

Topic ~ Make Informed Decisions Based Upon Assessment of Information

Materials

♦ PG3-7 Florida Statutes/F.A.C. References
♦ PG11 Examples of Child Abuse Critical Indicators
♦ PG12-14 In-Home Safety Assessment (Safety Factors, Sections A-C)
♦ TH16 Bobby Lee Jenkins 2nd Intake
♦ TH17-20 Jenkins 2nd Intake: 6/17/10
♦ TH21-31 Jenkins Case Notes: 6/17/10-6/25/10
♦ TH32-35 Jenkins 2nd SA
♦ TH36-38 Jenkins Investigative Summary (IS: 2nd SA)

Bobby Lee Jenkins - 2nd Intake

Activity Goal: Learners will practice and evaluate safety assessment activities and decision-making by comparing their decisions to Carter Grey’s.

Directions
• **TH17-20**  Jenkins 2nd Intake : 6/17/10
• **TH21-31**  Jenkins Case Notes: 6/17/10-6/25/10
• Refer the class to:
  • **PG3-7**  Florida Statutes/F.A.C. References
  • QPS Job Aid and PI Checklist as resources
  • **PG11**  Examples of Child Abuse Critical Indicators
• Distribute the following Trainer Handouts:
  • **TH16**  Bobby Lee Jenkins 2nd Intake

![PG](PG and TH pages inserted on the following pages TG3-23)
• Review directions on the activity guide, TH16, and allow groups to complete the activity.
• Conduct class discussion by using the questions/decisions on the activity guide.
• Choose a learner to record some of the key points on flipchart as the class shares answers.
• If the class is divided with regard to their safety decision (judicial vs. non-judicial, removal vs. protective services), debate the issues and decisions for this case.
Bobby Lee Jenkins 2nd Intake

Materials
- TH17-20 Bobby Lee Jenkins 2nd Intake: 06/17/10
- TH21-31 Jenkins Case Notes: 06/17/10 - 06/25/10
- PG7-11 Florida Statutes/F.A.C. References
- PG15 Examples of Child Abuse Critical Indicators
- PG18-17 In-Home Safety Assessment (Safety Factors, Sections A-C)
- GFS Job Aid and PI Checklist

Small Group Directions
- Read the intake and case notes.
- Discuss with group members Carter Grey’s investigative tasks/decisions.
- Consider both intakes and case notes while answering the questions.
- Record your group’s answers and share them during discussion.

Small Group Discussion Questions
1. As a group, answer “Yes” or “No” to the Safety factors on PG16-17, Sections A-C, that you can verify or that are suspect.
   • What are the implications for child safety?
2. Circle the critical indicators for Bobby Lee Jenkins on the handout, “Examples of Child Abuse Critical Indicators.” (PG15)
3. What statute, policy or administrative code was/was not followed by Carter Grey? (PG7-11)
4. How would you check the plausibility of the explanations for the injuries?
5. Based on the information provided, what “Safety Action” would you select in FSFN: “No Immediate Action”, “Reasonable Effort to Locate Children and Family” or “Safety Plan to Ensure Safety of Children”?
6. What is the rationale for this safety action?
7. What would you document in FSFN for the “Overall Safety Assessment”?
   **Remember, documentation includes the level of risk, the factors that led to that determination, and the safety action implemented to reduce the risk.**
8. How does the prior intake affect your decision-making?
9. As the supervisor, what follow-up would you assign Carter Grey?
10. What would your findings be for the specific maltreatments?
11. When a professional gives an opinion that is contrary to the evidence present, what do you do?
### Intake Report

**Intake Name:** JENKINS, BOBBY LEE  
**Intake Number:** 2010-061-362-01  
**County:** Miami Dade

**Date and Time Intake Received:** 06/17/2010 06:00 AM  
**Program Type:** Child intake - Initial  
**Investigative Sub-Type:** In-Home  
**Provider Name:** N/A

**Worker Safety Concerns:** Yes X No  
**Prior Involvement:** Yes X No  
**Law Enforcement Notified:** Yes X No

**Response Time:** 24 Hours  
**Name – Worker:** GREY, CARTER  
**Name – Supervisor:** LEWIS, MAGGIE

### 1. Family Information

**Name – Family:** JENKINS, BOBBY LEE  
**Telephone Number – Home:** (786)555-8721

**Address – Street:** 1412 NW 63rd Street  
**Unit Designator:**  
**City:** Miami  
**State:** FL  
**Zip Code:** 33147

**Primary Language:**  
**Interpreter Needed:** Yes X No

**Directions to House:** 1412 NW 63rd Street, Miami is the home address for all participants.

### A. Participants

<table>
<thead>
<tr>
<th>Name</th>
<th>ID Number</th>
<th>Role</th>
<th>Gender</th>
<th>DOB</th>
</tr>
</thead>
<tbody>
<tr>
<td>JENKINS, BOBBY LEE</td>
<td>222097891</td>
<td>Y-IN</td>
<td>Male</td>
<td>03/16/2006</td>
</tr>
<tr>
<td>SimmonS, CAROL ANNE</td>
<td>165259145</td>
<td>AP</td>
<td>Female</td>
<td>11/09/1963</td>
</tr>
<tr>
<td>SimmonS, RONALD LAWRENCE</td>
<td>144673213</td>
<td>AP</td>
<td>Male</td>
<td>05/10/1982</td>
</tr>
</tbody>
</table>

**Est. Age:**  
**Ethnicity:**  
**Race:**  
**Disability:** Yes X No

**Name**  
**ID Number**  
**Role**  
**Gender**  
**DOB**

| SimmonS, RONALD LAWRENCE | 144673213 | AP | Male | 05/10/1982 |

- AP = Alleged Perpetrator  
- PC = Parent/Caregiver  
- CH = Child In-Home  
- HM = Household Member  
- RM = Report Name  
- SO = Significant Other  
- NM = Non-Household Member  
- V = Victim

A person who knowingly or willfully makes public or discloses to any unauthorized person any confidential information contained in the central abuse hotline is subject to the penalty provisions of s. 39.205.
TH18 Jenkins 2nd Intake : 6/17/10

E. Address and Phone Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Type</th>
<th>Address</th>
<th>Telephone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>JENKINS, BOBBY LEE</td>
<td>Primary Residence</td>
<td>1412 NW 69th Street, Miami, FL 33147</td>
<td>(765)555-8721</td>
</tr>
<tr>
<td>SIMMONS, CAROL ANNE</td>
<td>Primary Residence</td>
<td>1412 NW 69th Street, Miami, FL 33147</td>
<td>(765)555-8721</td>
</tr>
<tr>
<td>SIMMONS, RONALD L</td>
<td>Primary Residence</td>
<td>1412 NW 69th Street, Miami, FL 33147</td>
<td>(765)555-8721</td>
</tr>
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</table>

C. Relationships

<table>
<thead>
<tr>
<th>Subject</th>
<th>Relationship</th>
<th>Subject</th>
<th>Relationship</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIMMONS, CAROL ANNE</td>
<td>Mother</td>
<td>JENKINS, BOBBY LEE</td>
<td></td>
</tr>
<tr>
<td>SIMMONS, RONALD L</td>
<td>Stepfather</td>
<td>JENKINS, BOBBY LEE</td>
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</table>

D. Alleged Maltreatment

<table>
<thead>
<tr>
<th>Alleged Victim</th>
<th>Maltreatment Code</th>
<th>Maltreatment Type</th>
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</thead>
<tbody>
<tr>
<td>JENKINS, BOBBY LEE</td>
<td></td>
<td>Physical Injury</td>
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E. Location of Incident

<table>
<thead>
<tr>
<th>Address – Street</th>
<th>Apt.</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
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<tbody>
<tr>
<td>1412 NW 69th Street</td>
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<td>Miami</td>
<td>FL</td>
<td>33147</td>
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</table>

<table>
<thead>
<tr>
<th>Telephone Number – Home</th>
<th>Telephone Number – Work</th>
<th>Telephone Number - Cell</th>
</tr>
</thead>
<tbody>
<tr>
<td>(765)555-8721</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

II. Narratives

A. Allegation Narrative

Reporter states that mother, Carol Simmons, brought child to the health department for required pre-school shots. Child was noted to have purplish bruising along his right jawbone. After shirtsleeves were pulled up, child was noted to have extensive bruising on left shoulder and marks on the left arm and hand. Child winced when the nurse gave him a hug. When asked if he hurt, child pointed to the left rib cage area.

Mother stated that child had fallen on the monkey bars at preschool. Reporter told mother that an x-ray should be taken to rule out a broken rib. Reporter left examining room to make arrangements for the x-ray and when returned, child and mother were gone.

B. Narrative for Worker Safety Concerns

III. Agency Response

A. Probationary Worker Recommendation

<table>
<thead>
<tr>
<th>Decision</th>
<th>Date/Time Decision Made</th>
<th>Reason</th>
</tr>
</thead>
</table>

Explain

B. Worker/Supervisor Decision

<table>
<thead>
<tr>
<th>Decision</th>
<th>Date/Time Decision Made</th>
<th>Reason</th>
</tr>
</thead>
</table>

Screen In | Screen In – Accepted for Services/Investigation |

Explain

IV. CI Unit Documentation

<table>
<thead>
<tr>
<th>First Call Attempted Date/Time</th>
<th>Completed Call Date/Time</th>
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</thead>
<tbody>
<tr>
<td>06/17/2010 8:36 AM</td>
<td>06/17/2010 8:36 AM</td>
</tr>
</tbody>
</table>

Call Log

<table>
<thead>
<tr>
<th>Called Out By</th>
<th>Called To</th>
</tr>
</thead>
<tbody>
<tr>
<td>STEARN, BARBARA</td>
<td>HOLMES, WENDELL</td>
</tr>
</tbody>
</table>
Name - Worker
Grey, Carter

Name - Reporter
CHAMBERS, LANA

Reporter Type
Nurse

Reporter Caller ID
305-555-6325

Reporter Requests Contact
X Yes  No

Report Method
Phone

Home Phone

Work Phone
305-555-6325

Other Phone

Reporter Narrative

Reporter states that mother, Carol Simmons, brought child to the health department for required preschool shots. Child was noted to have purplish bruising along his right jawbone. After shirtsleeves were pulled up, child was noted to have extensive bruising on left shoulder and marks on the left arm and hand. Child winced when the nurse gave him a hug. When asked if he hurt, child pointed to the left ribcage area. Mother stated that child had fallen on the monkey bars at preschool. Reporter told mother that x-ray should be taken to rule out a broken rib. Reporter left examining room to make arrangements for the x-ray and when returned, child and mother were gone.

Source Information

Background Summary

A person who knowingly or willfully makes public or discloses to any unauthorized person any confidential information contained in the central abuse hotline is subject to the penalty provisions of s. 39.205.
TH20  Jenkins 2nd Intake : 6/17/10

Chronological Notes Report

Case Name: Jenkins, Carol Ann  Case ID: 
Note ID: Date Entered: 06/25/2010 10:30AM
Worker Creating Note: Grey, Carter Worker Making Contact: Grey, Carter

Note Information

Contact Begin Date: 06/25/2010 09:50AM  Contact End Date: 06/25/2010 10:15AM
Category: Child Investigation Type: Telephone Call
Worker Activity Code: Case Management No Request for Action: N
Safety: N Safety Resolved: N Safety date: Safety Resolution:
FSFN: N FSFN Resolved: N FSFN date: FSFN Resolution:
Admin: N Admin Resolved: N Admin date: Admin Resolution:

Contact Information
Inv/Assessment Number: 2010-061382

Subjects Contacted:

Other Subjects:

Narrative:
Telephone call with Director of Rainbow Room Preschool, who stated they would keep an eye on Bobby.
TH21  Jenkins Case Notes:  6/17/10-6/25/10

Chronological Notes Report

Case Name:  Jenkins, Carol Ann  Case ID:
Note ID:  Date Entered:  06/25/2010 10:30AM
Worker Creating Note:  Grey, Carter  Worker Making Contact:  Grey, Carter

Note Information
Contact Begin Date:  06/25/2010 03:15AM  Contact End Date:  06/25/2010 08:20AM
Category:  Child Investigation  Type:  Telephone Contact
Worker Activity Code:  Case Management  No Request for Action:  N
Safety:  N  Safety Resolved:  N  Safety date:  Safety Resolution:
FSFN:  N  FSFN Resolved:  N  FSFN date:  FSFN Resolution:
Admin:  N  Admin Resolved:  N  Admin date:  Admin Resolution:

Contact Information
Inv/Assessment Number:  2010-061382

Subjects Contacted:

Other Subjects:

Narrative:
Telephone call to step grandmother, Evelyn Simmons, asking her to please keep an eye on Bobby and let agency know if there are any problems.
TH22 Jenkins Case Notes: 6/17/10-6/25/10

Chronological Notes Report

Case Name: Jenkins, Carol Ann  Case ID:
Note ID:  Date Entered: 06/22/2010 10:00AM
Worker Creating Note: Grey, Carter  Worker Making Contact: Grey, Carter

Note Information
Contact Begin Date: 06/22/2010 05:50PM  Contact End Date: 06/22/2010 09:50AM
Category: Child Investigation  Type: Field Visit
Worker Activity Code: Case Management  No Request for Action: N
Safety: N  Safety Resolved: N  Safety date:  Safety Resolution:
FSFN: N  FSFN Resolved: N  FSFN date:  FSFN Resolution:
Admin: N  Admin Resolved: N  Admin date:  Admin Resolution:

Contact Information
Inv/Assessment Number:
2010-061932

Subjects Contacted:

Other Subjects:

Narrative:
Face-to-face with Bobby’s former teacher at the Yellow Brick Road Preschool. When asked about Bobby falling off the monkey bars, Kerry was very surprised and does not remember the incident. She said that he had come to school in the past month with a swollen lip and a missing tooth. Bobby would not say what happened and when she asked the mother about it, she got very defensive. She just thought Carol had a bad day and did not think anymore about it. She has never met the father and does not know the mother very well. She does not know why child moved to new school.
**TH23 Jenkins Case Notes: 6/17/10-6/25/10**

**Chronological Notes Report**

<table>
<thead>
<tr>
<th>Case Name: Jenkins, Carol Ann</th>
<th>Case ID:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Note ID:</td>
<td>Date Entered: 06/20/2010 04:15PM</td>
</tr>
<tr>
<td>Worker Creating Note: Grey, Carter</td>
<td>Worker Making Contact: Grey, Carter</td>
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</tbody>
</table>

**Note Information**

<table>
<thead>
<tr>
<th>Contact Begin Date</th>
<th>06/20/2010 4:10PM</th>
<th>Contact End Date</th>
<th>06/20/2010 4:15PM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category: Child Investigation</td>
<td>Type: Note to File—General</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Worker Activity Code: Case Management</td>
<td>No Request for Action: N</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Safety: N</td>
<td>Safety Resolved: N</td>
<td>Safety date: Safety Resolution:</td>
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</tr>
<tr>
<td>FSFN: N</td>
<td>FSFN Resolved: N</td>
<td>FSFN date: FSFN Resolution:</td>
<td></td>
</tr>
<tr>
<td>Admin: N</td>
<td>Admin Resolved: N</td>
<td>Admin date: Admin Resolution:</td>
<td></td>
</tr>
</tbody>
</table>

**Contact Information**

Inv/Assessment Number: 2010-061382

**Subjects Contacted:**

**Other Subjects:**

**Narrative:**
Received results of criminal background check on father, Andrew Jenkins - clear.
TH24 Jenkins Case Notes: 6/17/10-6/25/10

Chronological Notes Report

Case Name: Jenkins, Carol Ann  Case ID:
Note ID:  Date Entered: 06/19/2010 06:30PM
Worker Creating Note: Grey, Carter  Worker Making Contact: Grey, Carter

Note Information
Contact Begin Date: 06/19/2010 5:30PM  Contact End Date: 05/01/2010 06:10PM
Category: Child Investigation  Type: Initial Face to Face
Worker Activity Code: Case management  No Request for Action: N
Safety: N  Safety Resolved: N  Safety date:
FSFN: N  FSFN Resolved: N  FSFN date:
Admin: N  Admin Resolved: N  Admin date:

Contact Information
Inv/Assessment Number:
2010-061382

Subjects Contacted:
Jenkins, Andrew; 06/19/2010 5:30PM

Other Subjects:

Narrative:
Face-to-face with Andrew Jenkins at his apartment. He was visibly angry at the visit and said that he would get back at his ex-wife for reporting him. He said that Bobby had fallen off a swing while playing at the playground and “hit the ground pretty hard.” He said that he loves Bobby and was real sorry about the accident. When asked about Bobby’s behavior when he is with him, Andrew grimaced and said, “Carol is letting that boy get away with murder. All he wants to do is sit around and watch cartoons and he never listens to me.” Andrew stated, “Maybe Bobby is stupid, but he probably is ignoring me on purpose.” When asked how he disciplines Bobby, Andrew said that he spanking him with a belt, “just like my granddaddy did to me.” Andrew went on to talk very negatively about Carol and blamed all of his problems with Bobby on her. He said, “if that tramp had not gone off and married that jerk, things would not be like this” and he punched his fist into his hand to emphasize the point. He said that Bobby is “almost a downright brat” and it was up to him to “fix that boy” and “make him a man.” Andrew denied any history of domestic violence and said that Carol had an injunction against him “for spite.” Then, Andrew became remorseful and said that he knew it was hard on Bobby to have his parents split up and promised to be more sensitive to what Bobby was going through because of his ex-wife.

Andrew’s girlfriend, Karen and infant, Kevin, arrived during the interview. Karen refused to speak to the PI. Mr. Jenkins stated that he was Kevin’s father and that Karen lived with him.
TH25 Jenkins Case Notes: 6/17/10-6/25/10

**Chronological Notes Report**

**Case Name:** Jenkins, Carol Ann  
**Case ID:**

**Note ID:**  
**Worker Creating:** Grey, Carter  
**Worker Making Contact:** Grey, Carter

**Note Information**

**Contact Begin Date:** 06/17/2010  4:15PM  
**Contact End Date:** 06/17/2010  4:30PM

**Category:** Child Investigation  
**Type:** Telephone Contact

**Worker Activity Code:** Case Management  
**No Request for Action:** N

**Safety:** N  
**Safety Resolved:** N  
**Safety date:**

**FSFN:** N  
**FSFN Resolved:** N  
**FSFN date:**

**Admin:** N  
**Admin Resolved:** N  
**Admin date:**

**Contact Information**

**Inw/Assessment Number:**  
2010-061982

**Subjects Contacted:**

**Other Subjects:**

**Narrative:**

CPT called to inform PI that Mrs. Simmons and Bobby showed up for appointment. Results of x-rays revealed old fractures which were suspicious, but their consistency with falling off a monkey bar would need to be discussed with the CPT medical director. Recommended a staffing.
### TH26 Jenkins Case Notes: 6/17/10-6/25/10

#### Chronological Notes Report

<table>
<thead>
<tr>
<th>Case Name: Jenkins, Carol Ann</th>
<th>Case ID:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Note ID:</td>
<td>Date Entered: 06/17/2010 05:50PM</td>
</tr>
<tr>
<td>Worker Creating Note: Grey, Carter</td>
<td>Worker Making Contact: Grey, Carter</td>
</tr>
</tbody>
</table>

#### Note Information

- Contact Begin Date: 06/17/2010 4:15PM
- Contact End Date: 06/17/2010 4:30PM
- Category: Child Investigation
- Type: Telephone Contact
- Worker Activity Code: Case Management
- No Request for Action: N
- Safety: N
- Safety Resolved: N
- Safety date: |
- Safety Resolution: |
- FSFN: N
- FSFN Resolved: N
- FSFN date: |
- FSFN Resolution: |
- Admin: N
- Admin Resolved: N
- Admin date: |
- Admin Resolution: |

#### Contact Information

- Inv/Assessment Number: 2010-061982

#### Subjects Contacted:

- Other Subjects:

#### Narrative:

CPT called to inform PI that Mrs. Simmons and Bobby showed up for appointment. Results of x-rays revealed old fractures which were suspicious, but their consistency with falling off a monkey bar would need to be discussed with the CPT medical director. Recommended a staffing...
**TH27 Jenkins Case Notes: 6/17/10-6/25/10**

**Chronological Notes Report**

| Case Name: Jenkins, Carol Ann | Case ID: |
| Note ID: | Date Entered: 06/17/2010 06:30PM |
| Worker Creating Note: Grey, Carter | Worker Making Contact: Grey, Carter |

**Note Information**

| Contact Begin Date: 06/17/2010 1:30PM | Contact End Date: 06/17/2010 1:30PM |
| Category: Child Investigation | Type: Telephone Contact |
| Worker Activity Code: Case Management | No Request for Action: N |
| Safety: N | Safety Resolved: N |
| FSFN: N | FSFN Resolved: N |
| Admin: N | Admin Resolved: N |

**Inv/Assessment Number:** 2010-061382

**Subjects Contacted:**

**Other Subjects:**

**Narrative:**

Called Carol to notify her of the time and location of the CPT appointment.
TH28 Jenkins Case Notes: 6/17/10-6/25/10

**Chronological Notes Report**

- **Case Name:** Jenkins, Carol Ann
- **Case ID:**
- **Note ID:**
- **Date Entered:** 06/17/2010 05:30PM
- **Worker Creating Note:** Grey, Carter
- **Worker Making Contact:** Grey, Carter

**Note Information**

- **Contact Begin Date:** 06/17/2010 12:45PM
- **Contact End Date:** 06/17/2010 1:15PM
- **Category:** Child Investigation
- **Type:** Initial Face to Face
- **Worker Activity Code:** Case Management
- **No Request for Action:** N

- **Safety:** N
- **Safety Resolved:** N
- **Safety date:**
- **Safety Resolution:**

- **FSFN:** N
- **FSFN Resolved:** N
- **FSFN date:**
- **FSFN Resolution:**

- **Admin:** N
- **Admin Resolved:** N
- **Admin date:**
- **Admin Resolution:**

**Inv/Assessment Number:**
2010-061362

**Subjects Contacted:**
Simmons, Carol 06/17/2010 12:45PM

**Other Subjects:**

**Narrative:**
Face-to-face with mother, Carol Simmons at the Rusty Anchor Gift Shop, which she manages. She stated that Bobby fell off the monkey bars at the preschool and that is why she has him at the new preschool. She said that she left the health department because Bobby had gotten his shots and she needed to get to work. Mrs. Simmons would not make direct eye contact and once again was acting skittish. When asked if there was a problem she said that her boss told her there would be a "secret shopper" in the store today to assess her skills. She did not want to be seen standing around talking. She said that she appreciates the concern and will bring Bobby in to get checked that afternoon when she gets off.
TH29 Jenkins Case Notes: 6/17/10-6/25/10

Chronological Notes Report

Case Name: Jenkins, Carol Ann  Case ID:
Note ID:  Date Entered: 06/17/2010 03:20PM
Worker Creating Note: Grey, Carter  Worker Making Contact: Grey, Carter

Note Information
Contact Begin Date: 06/17/2010 12:00PM  Contact End Date: 06/17/2010 12:30PM
Category: Child Investigation  Type: Commencement (Initial)
Worker Activity Code: Case Management  No Request for Action: N
Safety: N  Safety Resolved: N  Safety date:  Safety Resolution:
FSFN: N  FSFN Resolved: N  FSFN date:  FSFN Resolution:
Admin: N  Admin Resolved: N  Admin date:  Admin Resolution:

Contact Information
Inv/Assessment Number:
2010-061382

Subjects Contacted:
Jenkins, Bobby Lee  06/17/2010 12:00PM

Other Subjects:

Narrative:
Face-to-face with Bobby at the Rainbow Room School. Bobby has the bruising as described in the narrative of the intake. Bobby’s left side, near his rib cage is tender to the touch. After a lot of coaxing, Bobby said that he had fallen off the “monkey bars”. He did not name his last preschool, but nodded yes when asked if the monkey bars he fell off of were at the Yellow Brick Road Preschool. The child could not be engaged in any further discussion and was allowed to return to the class.
Jenkins Case Notes: 6/17/10-6/25/10

Chronological Notes Report

Case Name: Jenkins, Carol Ann
Worker Creating Note: Grey, Carter

Case ID:
Worker Making Contact: Grey, Carter

Note Information

Contact Begin Date: 06/17/2010 10:30AM
Contact End Date: 06/18/2010 11:00AM
Category: Child Investigation
Type: Field Visit
Worker Activity Code: Case Management
No Request for Action: N

Safety: N
Safety Resolved: N
Safety date: Safety Resolution:

FSFN: N
FSFN Resolved: N
FSFN date: FSFN Resolution:

Admin: N
Admin Resolved: N
Admin date: Admin Resolution:

Contact Information
Inv/Assessment Number:
2010-061382

Subjects Contacted:
Other Subjects:

Narrative:
Face-to-face with nurse, Lana Chambers, at the Health Department. Child was being seen to receive shots for day care. She noticed a "pretty big bruise" along his right jaw bone. When she pushed up his shirt sleeves to give him the shots, she saw additional bruising on the right shoulder. There were also marks on his left forearm and hand. The mother immediately informed her that the marks were the result of the child falling off the monkey bars. When the child winced at being touched at the rib area, the nurse suggested x-rays. She left the room to prepare and upon returning found the mother and child gone.
**TH31 Jenkins Case Notes: 6/17/10-6/25/10**

**Chronological Notes Report**

<table>
<thead>
<tr>
<th>Case Name: Jenkins, Carol Ann</th>
<th>Case ID:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Note ID:</td>
<td>Date Entered: 06/17/2010 09:31AM</td>
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<tr>
<td>Worker Creating Note: Grey, Carter</td>
<td>Worker Making Contact: Grey, Carter</td>
</tr>
</tbody>
</table>

**Note Information**

| Category: Child Investigation | Type: Note to file - general |
| Contact Begin Date: 06/17/2010 9:25AM | Contact End Date: 06/17/2010 9:30AM |

| Worker Activity Code: Case Management | No Request for Action: N |
| Safety: N | Safety Resolved: N | Safety date: |
| FSFN: N | FSFN Resolved: N | FSFN date: |
| Admin: N | Admin Resolved: N | Admin date: |

**Contact Information**

Inv/Assessment Number: 2010-061392

**Subjects Contacted:**

**Other Subjects:**

**Narrative:**

Received intake information. Sent copy to CFT, Law Enforcement and State Attorney for notification purposes.
Florida Statutes/F.A.C. References
Complete investigation within 60 days after receiving the initial intake unless:
s. 39.301(16)(a)-(c):
- There is an active, criminal investigation which continues beyond the 60 days.
- Child death cases: Final report of the medical examiner is not received w/in 60 days.
- Child is missing: 60 days extended until child is located or sufficient information exists to close the investigation.

Notify LE, SAO. 39.301(17)
Must immediately forward allegations of criminal conduct to LE in the municipality or county where the alleged conduct occurred.
- F. S. 39.301(2)(b)1.-6. defines criminal conduct as: Child is known or suspected to be the victim of:
  - Child maltreatment
  - Aggravated child abuse
  - Sexual battery or sexual abuse
  - Institutional child abuse or neglect
  - Human trafficking
  - Or the child is known or suspected to have died as a result of maltreatment.
- Orally notify the jurisdictionally responsible state attorney, and law enforcement agency according to 39.301(17) and within 3 working days, transmit written report.
- SA must report findings to the agency office w/in 15 days. 39.301(20)
- Orally notify the CBC within 1 working day in the event that the case is open to services.
- For cases accepted by LE for criminal investigation, document in investigative file per 39.301(14)(c) that the administrative review included:
  - Input from law enforcement (if criminal investigation occurred)
  - Results of CPT evaluation, if referral was completed
  - If intake includes a maltreatment of human trafficking or if PI suspects human trafficking, local and federal law enforcement must be notified. 175-14, CFOP

Conduct face-to-face interviews. 39.301(6) and (13): QPS #3, 4, 5, 6
- An assessment of risk and the perceived needs for the child and family must be conducted in a manner sensitive to the social, economic, and cultural environment of the family.
- This assessment must include a face-to-face interview with the child, other siblings, parents, and other adults in the household and an onsite assessment of the child's residence.
- Onsite visits and face-to-face interviews with the child or family must be unannounced, unless such unannounced visit will threaten the safety of the child.
Document child’s condition, appearance and development. 65C-29.003(3)(c)
- Must observe and document the condition, appearance, and development of each child named in the intake and all other children who reside in the household.

Document the physical condition of the child’s residence. 65C-29.003(3)(g)
- Must observe and document the conditions of the child’s home; consider the child’s bedroom, presence of hazardous condition, clothing, food, etc.
- If physical evidence must be removed (other than the child) a request must be made for LE to initiate a criminal investigation.

Factors to consider when determining high risk cases 39.301(8)(b) F.S.
- A petition for dependency must be filed in all cases classified as high risk. Factors to consider in deciding if a case is high-risk include, but are not limited to:
  - Young age of the parents or legal custodians
  - Use of illegal drugs
  - Domestic violence
  - The arrest of the parents or legal custodians on charges of manufacturing, processing, disposing of, or storing, either temporarily or permanently, any substances in violation of Chapter 893, F.S.

Cases required to be referred to CPT 39.303(2)(a)-(h); QPS #13
- Certain cases must be referred to CPT for assessment and appropriate available support services:
  - Head injuries, bruises to the neck or head, burns, or fractures in a child of any age
  - Bruises anywhere on a child 5 years of age or younger
  - Any intake alleging sexual abuse of a child
  - Any sexually transmitted disease in a prepubescent child
  - Malnutrition and failure of a child to thrive
  - Medical neglect
  - Any family in which one or more children have been pronounced dead on arrival at a hospital or other health care facility, or have been injured and later died, as a result of suspected maltreatment when any sibling or other child remains in the home
  - Symptoms of serious emotional problems in a child when emotional or other abuse, abandonment, or neglect is suspected
- Exception is when you determine “no injuries” occurred. You must complete the safety assessment and obtain supervisor approval.
Make collateral contacts. 65C-29.003(9); QPS #1.9, 1.10

- Your supervisor will assure that relevant collateral contacts are made and documented in the file.
- To be relevant, this person needs to have had contact with the child, alleged perpetrator, or the family and must have had direct knowledge or information regarding the family's situation.
- "Zahid Jones, Jr., Give Grandparents and Other Relatives a Voice Act": Requires CPI to obtain collateral contact from a relative if a family if offered but refuses services, if the CPI has knowledge of and the ability, to contact a relative.

Judicial vs. Non-judicial In-Home Services
39.301(6)(a) and (b), 39.301(14)(a)-(c); F.A.C. 65C-30.010; QPS #20, 21, 22

Non-judicial In-Home Services Criteria
- Child's safety can be assured without judicial oversight
- Can deliver services effectively through Non-judicial In-Home services provision
- Non-judicial In-Home supervision cases only;
- Does NOT include cases for children at high risk.
- May or may not have legal sufficiency to file dependency petition
- Includes those families who have been referred to Family Preservation Services

Prior to offering Non – Judicial In-Home Services to the family:
Consult with supervisor using the Safety Assessment tool to determine the risk level to the child and consider the following:
- Presence of high risk factors
- Criminal, domestic violence and abuse/neglect history of the parents or legal custodians and others who live in or frequent the home
- Presence of any chronic, severe or multiple maltreatments
- Prior intakes of maltreatment and their findings
- History of non-compliance or non-cooperation during the previous interventions
- Mitigating factors, such as the degree of cooperation by the parents/legal custodians and their ability to follow through with planned actions and referrals

Grounds for TPR s.39.806 (1) (a)-(e) summarized
- (a) Parent or parents voluntarily executed a written surrender of the child.
- (b) Abandonment as defined in s. 39.01(1) or when the identity or location of the parents is unknown and cannot be ascertained by diligent search within 60 days.
- (c) Continuing involvement of the parent or parents in the parent-child relationship threatens the life, safety, well-being, or physical, mental, or emotional health of the child irrespective of the provision of services.
- (d) Parent of a child is incarcerated in a state or federal correctional institution and either
is expected to be incarcerated during a substantial portion of the period of time before the child will attain the age of 18 years;

has been determined by the court to be a violent career criminal; or

the court determines by clear and convincing evidence that continuing the parental relationship with the incarcerated parent would be harmful to the child.

(e) The child has been adjudicated dependent, a case plan has been filed with the court, and:

The child continues to be abused, neglected, or abandoned by the parent(s); failure of parents to substantially comply for 9 months after adjudication or shelter, whichever occurs first, constitutes evidence of continuing abuse unless parents lack financial resources or the department fails to make reasonable efforts to reunify.

Parent or parents have materially breached the case plan. The court must find by clear and convincing evidence that the parent(s) are unlikely or unable to substantially comply with the case plan before time to comply expires.

No Reasonable Efforts Required s.39.806 (1) Grounds (f)-(l)

(f) Parent or parents have engaged in egregious conduct or had the opportunity and capability to prevent and knowingly failed to prevent egregious conduct that threatens the life, safety, or physical, mental, or emotional health of the child or the child's sibling.

(g) Parent or parents have subjected the child or another child to aggravated child abuse, sexual battery, sexual abuse, or chronic abuse.

(h) Parent or parents have committed the murder, manslaughter, aiding or abetting the murder, or conspiracy or solicitation to murder the other parent or another child, or a felony battery that resulted in serious bodily injury to the child or to another child.

(i) Parental rights of the parent to a sibling of the child have been terminated involuntarily.

(j) The parent or parents have a history of extensive, abusive, and chronic use of alcohol or a controlled substance which renders them incapable of caring for the child and have refused or failed to complete available treatment for the 3-year period immediately preceding the filing of the TPR petition.

(k) A test administered at birth that indicated the child’s blood, urine, or meconium contained alcohol or a controlled substance not the result of medical treatment for the mother or the newborn and the biological mother of the child is the biological mother of at least 1 other child who was adjudicated dependent due to a finding of harm due to exposure to alcohol or a controlled substance re: 39.01 (31)(g) after which the biological mother had the opportunity to participate in substance abuse treatment.

(l) On 3 or more occasions the child or another child of the parent(s) has been placed in out-of-home care and the conditions that led to the child’s out-of-home placement were caused by the parent(s).
Identification of Children F.A.C. 65C-30.004

Photographs

- Photographs must be kept in the case file and maintained in the statewide photo database.
- Photos must include shoulders to the top of the head with name, D. O. B., and date the photo was taken written on it.
- Children who must be photographed:
  - Timeframes:
    - out-of-home care-within 72 hours of removal
    - Judicial In-Home services; within 15 days of transfer to service unit
    - Photograph children:
      - and sibling groups ready for adoption who must be registered on Adoption Exchange System
      - upon removal in case the child runs away or is taken by the parent after placement.
      - returning to care from missing or runaway status, unless appearance has not changed significantly since last photo
  - Photos must be updated:
    - every 6 months for ages 0-60 months;
    - yearly for ages 60 months to age 18.
    - Children receiving Judicial In-Home Services cases do not need to be photographed.
    65C-30.010 (7)(b)

Fingerprints (out-of-home only)

- Ages 3 years or older, must be obtained within 15 days after initial placement and must be maintained in the child’s case file.
- Under 3, a means of obtaining the child’s footprints must be explored.

Birth Verification

- Out-of-Home care-within 15 calendar days of placement
- Judicial In-Home services—within 15 days of transfer to services unit
- children born out of state or out-of-country-request within 15 days from initial placement
- certified copy for licensed out-of-home care
Comparison of Group Decisions to Carter Grey’s

- Distribute TH32-35, Jenkins 2nd SA and TH36-38, Jenkins IS. Do not distribute these handouts until the activity has been processed.

- Share Carter Grey’s decisions with the class.
  - Findings: No indicators for all allegations
  - Placement: Not placed
  - Disposition: Closed with no services

- Refer class to the Recommended Disposition (Section VII) of the Jenkins IS.

- Discuss Carter Grey’s decisions as based upon the information collected and plausibility of explanations.

- Compare his decisions to those made by the class by asking:
  - What components of the Decision-Making Model were not fully implemented by Carter Grey?
    - Injuries are not explained by parents.
  - Which of the critical indicators were definite red flags?
  - What critical questions are left unanswered?
    - Why did Bobby have a busted lip and a missing tooth? What happened?
    - Discuss old fracture with parents.
    - Consider consulting with CPT—new information re: swollen lip and missing tooth.
  - Could you have left this home feeling that the children were safe?
  - What level of risk would you assign to this case?
  - Do you feel that there is a need for protective services?

Would you consider removing the children? Why or why not?
# Updated Safety Assessment

<table>
<thead>
<tr>
<th>Case Name</th>
<th>Intake Number</th>
<th>Investigative Sub-Type</th>
<th>County</th>
</tr>
</thead>
<tbody>
<tr>
<td>JENKINS, BOBBY LEE</td>
<td>2013-061382</td>
<td>In-Home</td>
<td>Miami Dade</td>
</tr>
</tbody>
</table>

**Date/Time Intake Received:**
- 06/17/2010 8:00AM

**Investigation Status and Date:**
- Closed 06/25/2010 5:00PM

**Primary Protective Investigator:**
- Carter, Grey

**Protective Investigator Supervisor:**
- Lewis, Maggie

**Date/Time Submitted for Supervisory Review:**
- 06/25/2010 5:00PM

**Date/Time of Supervisory Review:**
- 06/26/2010 1:00PM

**Date/Time Submitted for Second Party Review:**
- 06/26/2010 8:00AM

**Date/Time Second Party Review Completed:**
- 06/26/2010 10:00AM

## A. Signs of Present Danger

<table>
<thead>
<tr>
<th>#</th>
<th>Safety Factor</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Family's whereabouts is unknown, or there is reason to believe that family may flee or refuse/limit</td>
<td>No access to child(ren).</td>
</tr>
<tr>
<td>2</td>
<td>There are household environmental hazards AND the child may be in danger of harm as a result.</td>
<td>No</td>
</tr>
<tr>
<td>3</td>
<td>The parent, caregiver or other household member(s) is responsible for the death or serious injury of another child.</td>
<td>No</td>
</tr>
<tr>
<td>4</td>
<td>The parent, caregiver or household member(s) have a history of violence or displays current violent behaviors (e.g. battery, domestic violence, intimidation) AND the child may be in danger of harm as a result.</td>
<td>No</td>
</tr>
<tr>
<td>5</td>
<td>The parent, caregiver or household member(s) has a criminal history (regardless of disposition) or engages in dangerous criminal activities that may impact child safety and/or present(s) a potential threat of harm to the child (e.g. drug manufacture and distribution, trafficking or sale of illegal drugs or weapons, prostitution).</td>
<td>No</td>
</tr>
<tr>
<td>6</td>
<td>The caregiver describes child(ren) in predominantly negative terms or has unrealistic expectations.</td>
<td>No</td>
</tr>
<tr>
<td>7</td>
<td>Caregiver or other person having access to the child has made a credible threat or expresses a credible belief that his or her actions may result in harm or danger of harm to the child.</td>
<td>No</td>
</tr>
<tr>
<td>8</td>
<td>The parent or caregiver has not met or is unable to meet the child's immediate needs for food, clothing, shelter, medical, behavioral or mental health care, or protection from harm.</td>
<td>No</td>
</tr>
<tr>
<td>9</td>
<td>The parent or caregiver(s)' apparent mental, physical or developmental condition, or drug or alcohol use affects their ability to adequately care for the child(ren).</td>
<td>Yes</td>
</tr>
<tr>
<td>10</td>
<td>The parent or caregiver(s)' age affects their ability to adequately care for the child(ren) (e.g. excessively young or elderly).</td>
<td>No</td>
</tr>
<tr>
<td>11</td>
<td>There is a pattern of continuing, escalating and/or increasing frequency of incidents, either reported or unreported (e.g. child discloses ongoing abuse or chronic in-home violence for which no abuse or law enforcement reports were made).</td>
<td>No</td>
</tr>
<tr>
<td>12</td>
<td>There is evidence of physical or sexual abuse and the possible responsible person is Unknown.</td>
<td>No</td>
</tr>
</tbody>
</table>
### TH33 Jenkins 2nd SA

<table>
<thead>
<tr>
<th>#</th>
<th>Safety Factor</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>13</td>
<td>Person(s) biologically unrelated to alleged child victim(s) is visiting or part of the household.</td>
<td>Yes</td>
</tr>
<tr>
<td>14</td>
<td>The actual injury, neglect, or threatened harm is serious or severe. If yes, at least one of the following must be selected:</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>□ Child death</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ Inflicted Fracture</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ Inflicted Burn</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ Head trauma</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ Crack house or similar environment</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ Bruises on any child less than 6 months</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ Extensive body bruising, especially involving the head or the torso</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ Sexual abuse or exploitation</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ Failure to thrive</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ Ectopic punishment/confineement</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ Other __________________________________________________________________</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Medical attention was required as a result of the actual injury, neglect or threatened harm (indicate if and when medical attention was received).</td>
<td>No</td>
</tr>
<tr>
<td>16</td>
<td>Other Signs of Present Danger.</td>
<td>No</td>
</tr>
</tbody>
</table>

**Signs of Present Danger Implications for Child Safety:**
The family cooperated with the investigation. Child is living with mom and stepdad, who deny abuse. Home is free of environmental hazards and there is no evidence of family violence. Mother has clear and age-appropriate expectations of the child. According to local law enforcement, neighbors and family members there is no history of call outs to the residence. Mother and stepfather have no criminal history and biological father also has no arrest history. Criminal histories pose no implications for child safety. Parents do not show signs of substance abuse. Child did not require medical attention as a result of intake. Parent and stepfather are employed and have stable income. Parents have provided for the child's care in the past by providing food, clothing, shelter, etc. The parents' age does not pose a threat to the child. There is no evidence of physical abuse and/or medical neglect.

### B. Child Vulnerability

<table>
<thead>
<tr>
<th>#</th>
<th>Safety Factor</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>17</td>
<td>Child is five years or younger or nonverbal.</td>
<td>Yes</td>
</tr>
<tr>
<td>18</td>
<td>Child has developmental, physical, emotional or medical conditions that increase(s) his or her vulnerability.</td>
<td>No</td>
</tr>
<tr>
<td>19</td>
<td>Child exhibits behavior(s) that may be indicative of abuse or neglect. If yes, at least one of the following must be selected:</td>
<td>No</td>
</tr>
<tr>
<td>20</td>
<td>Child has limited community visibility and others cannot observe the condition of the child.</td>
<td>No</td>
</tr>
<tr>
<td>21</td>
<td>Other signs of Child Vulnerability</td>
<td></td>
</tr>
</tbody>
</table>
**C. Protective Capacities**

<table>
<thead>
<tr>
<th>#</th>
<th>Safety Factor</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>22</td>
<td>There are prior intakes involving any of the subjects in the current intake, regardless of finding(s).</td>
<td>Yes</td>
</tr>
<tr>
<td>23</td>
<td>The parent or caregiver(s) has previously had children in agency custody or out-of-home care as a result of maltreatment, and/or has had parental rights terminated or has considered relinquishment of the child(ren).</td>
<td>No</td>
</tr>
<tr>
<td>24</td>
<td>The parent or caregiver(s) is unable or unwilling to protect the child(ren) from the possible responsible person who continues to have access and/or proximity to the child(ren).</td>
<td>No</td>
</tr>
<tr>
<td>25</td>
<td>Parents or caregiver(s) demonstrate(s) ability and willingness to meet child’s basic needs and resources are sufficient to meet basic needs (e.g. housing, income, access to medical care, food, shelter, utilities).</td>
<td>No</td>
</tr>
<tr>
<td>26</td>
<td>The parent, caregiver(s) communicates with or acts toward the child(ren) in a constructive manner free of verbal/mental abuse.</td>
<td>No</td>
</tr>
<tr>
<td>27</td>
<td>Has a relationship with spouse/partner that supports their ability to protect and nurture the child(ren).</td>
<td>Yes</td>
</tr>
<tr>
<td>28</td>
<td>Has demonstrated adequate comprehension and problem solving skills.</td>
<td>Yes</td>
</tr>
<tr>
<td>29</td>
<td>The parent or caregiver(s) has a childhood history free from abuse or neglect.</td>
<td>Yes</td>
</tr>
<tr>
<td>30</td>
<td>Appropriate supports are adequate and immediately available (e.g. extended family, friends, neighbors, community).</td>
<td>Yes</td>
</tr>
<tr>
<td>31</td>
<td>The parent or caregiver(s) has demonstrated a willingness and ability to follow through with current or prior actions, referrals and/or services.</td>
<td>Yes</td>
</tr>
<tr>
<td>32</td>
<td>Other Protective Capacities or lack of Protective Capacities.</td>
<td></td>
</tr>
</tbody>
</table>

**Protective Capacities Implications for Child Safety:**

There is a prior report involving the child from May, 2010. Case was closed with no indications of physical injury. The family denied abuse and provided an explanation for the child’s injuries at the time. The family refused any services as a result of the prior report. There were no other prior reports involving any of the other family members. Mother, father and stepparent deny any abuse/neglect in their childhood history. Child lives with mother; however, has visitation with the father. Both parents are employed and have displayed the ability to provide for the physical needs of the child. Family has access to supports through extended family members, preschool and neighbors. Parents appear to be protective of the child. Injuries appear to be the result of an accident at the preschool.
D. Safety Actions
The mother, father, and stepfather refused the need for services. The child is enrolled in preschool and thus, they do not require any assistance at this time. There was no need for removal, judicial intervention, and/or any type of referrals or safety plan.

E. Overall Safety Assessment
Overall risk is rated as low as child stated that injury was received as a result of falling off the monkey bars at preschool. The mother, father, and stepfather deny abuse. Mother and father offered explanations as to the child's injuries. CPT exam revealed old fractures to the rib area as well as bruising which was "suspicious" but could be consistent with the child falling on the steel bars. The child will continue to attend preschool and is visible to extended family.

F. Supervisory Review

Signs of Present Danger
Supervisor Comments: Supervisor agrees with PI's assessment

Child Vulnerability
Supervisor Comments: Supervisor agrees with PI's assessment

Protective Capacities
Supervisor Comments: Supervisor agrees with PI's assessment

Safety Actions
Supervisor Comments: Supervisor agrees with PI's assessment

Overall Safety Assessment
Supervisor Comments: Supervisor agrees with PI's assessment

Does the report meet the criteria for a second party review?
☐ 1. The parent, caregiver or other household member is responsible for the death or serious injury of another child.

OR
☐ 2. A combination of any two of the following three factors:
   ☑ Child is 5 years or younger or nonverbal
   ☑ AND/OR
   ☑ There are prior reports involving any of the subjects or facility of the current report regardless of finding.
   ☑ AND/OR
   ☑ The actual injury, neglect, or threatened harm is serious or severe.

Signs of Present Danger
Second Party Reviewer Comments: Agree with assessment

Child Vulnerability
Second Party Reviewer Comments: Agree with assessment

Protective Capacities
Second Party Reviewer Comments: Agree with assessment

Safety Actions
Second Party Reviewer Comments: Agree with assessment

Overall Safety Assessment
Second Party Reviewer Comments: Agree with assessment
**TH36 Jenkins 2nd IS**

**INVESTIGATIVE SUMMARY (IS)**  
Child In-Home Investigation  
(without reporter information)

<table>
<thead>
<tr>
<th>Case Name</th>
<th>Intake Number</th>
<th>Investigative Sub-Type</th>
<th>County</th>
</tr>
</thead>
<tbody>
<tr>
<td>JENKINS, BOBEY LEE</td>
<td>2010-061382-01</td>
<td>In-Home</td>
<td>Miami Dade</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date/Time Intake Received</th>
<th>Protective Investigator</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/17/2010 08:00AM</td>
<td>Grey, Carter</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date/Time Investigation Closed</th>
<th>Protective Investigator Supervisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/30/2010 04:00PM</td>
<td>Lewis, Maggie</td>
</tr>
</tbody>
</table>

**I. Allegation Narrative(s)**

**Sequence Type** | **Data/Time Received** | **Response Priority**
--- | --- | ---
Initial | 06/17/2010 08:00AM | 24

**Narrative**

Reporter states that mother, Carol Simmons, brought child to the health department for required pre-school shots. Child was noted to have purple bruising along his right jaw bone. After shirtsleeves were pulled up, child was noted to have extensive bruising on left shoulder and marks on the left arm and hand. Child winced when the nurse gave him a hug. When asked if he hurt, child pointed to the left ribcage area. Mother stated that the child had fallen on the monkey bars at preschool. Reporter told mother that an x-ray should be taken to rule out a broken rib. Reporter left examining room to make arrangements for the x-rays and when returned, child and mother were gone.

**II. Victim(s)**

<table>
<thead>
<tr>
<th>Name</th>
<th>DCE</th>
<th>Age</th>
<th>Gender</th>
<th>Race</th>
<th>Disabilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jenkins, Bobby Lee</td>
<td>03/16/2005</td>
<td>4</td>
<td>Male</td>
<td>White</td>
<td></td>
</tr>
<tr>
<td>Maltreatment</td>
<td>Findings No Indicators</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Physical Injury</td>
<td>Incident Date 06/17/2010</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Medical Neglect</td>
<td>Caregiver Responsible</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Intervention**

- Placement Outside the Home is Required
- Judicial Action Required
- No

**III. Other Participant(s)**

<table>
<thead>
<tr>
<th>Name</th>
<th>DOB</th>
<th>Age</th>
<th>Gender</th>
<th>Race</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Simmons, Carol Anna</td>
<td>11/08/1993</td>
<td>26</td>
<td>Female</td>
<td>White</td>
<td>Parent/ Caregiver</td>
</tr>
<tr>
<td>Simmons, Ronald L.</td>
<td>05/10/1992</td>
<td>27</td>
<td>Male</td>
<td>White</td>
<td>Parent/ Caregiver</td>
</tr>
</tbody>
</table>

A person who knowingly or willfully makes public or discloses to any unauthorized person any confidential information contained in the child abuse hotline is subject to the penalty provisions of s. 39.265.
TH37 Jenkins 2nd IS

IV. Implications for Child Safety

A. Signs of Present Danger Implications

The family cooperated with the investigation. Child is living with mom and step-dad, who deny abuse. Home is free of environmental hazards and there is not evidence of family violence. Mother has clear and age-appropriate expectations of the child. According to local law enforcement, neighbors and family members are not history of calls outs to the residence. Mother and stepfather have no criminal history and biological father also has no arrest history. Criminal histories pose no implications for child safety. Parents do not show signs of substance abuse. Child did not require medical attention as a result of intake. Parents and stepfather are employed and have stable income. Parents have provided for the child’s care in the past by providing food, clothing, shelter, etc. The parents’ age does not pose a threat to the child. No evidence of physical injury and/or medical neglect.

B. Child Vulnerability Implications

Bobby is under the age of five and is fairly shy and nonverbal. However, child did not display any behaviors indicative of abuse. He is visible to both extended family members and attends Yellow Brick Road Preschool. There are no child vulnerability issues that pose a threat to child safety.

C. Protective Capacities Implications

There is a prior report involving the child from May of 2010. Case was closed with no indications of physical injury. The family denied abuse and provided an explanation for the child’s injuries at the time. The family refused any services as a result of the prior report. There were no other prior reports involving any of the other family members. Mother, father and stepfather deny any abuse/neglect in their childhood history. Child lives with mother, however has visitation with the father. Both parents are employed and have displayed the ability to provide for the physical needs of the child. Family has access to supports through extended family members, preschool and neighbors. Parents appear to be protective of the child. Injuries appear to be the result of an accident at the preschool.

D. Criminal History Summary and Implications for Child Safety

Mother, father and stepfather have no criminal history.

E. Prior Reports and Service Records Implications for Child Safety

There is an unfounded prior report involving any of the family members.

V. Overall Safety Assessment

Overall risk is rated as low as child stated that injury was received as a result of falling off the monkey bars at preschool. The mother, father and stepfather deny abuse. Mother and father offered explanations as to the child’s injuries. CPT exam revealed old fractures to the rib area as well as bruising which was "suspicious" but could be consistent with the child falling on the steel bars. The child will continue to attend preschool and is visible to extended family.

VI. Summary/Findings Implications

There are no indicators of physical injury or medical neglect. Child’s mother provided statement as to how the injuries were received by the child. Stepfather denied abuse and agreed with the mother’s explanation. Child made no statements indicating abuse and the grandmother and neighbor denied abuse. Natural father of child denied abuse and stated that the child fell off a swing. The CPT exam revealed old rib fractures, which may or may not be consistent with falling off the monkey bars.

VII. Recommended Disposition

Child and all family members denied abuse. They provided an explanation as to how the child received the bruises. There was no need for a safety plan, intervention services, removal and/or judicial action. The child is attending preschool and is visible to extended family and neighbors. Case closed with no indicators of physical injury.
VIII. Signatures

Carter Grey 06/30/2010
SIGNATURE – Protective Investigator

Maggie Lewis 06/30/2010
SIGNATURE – Protective Investigator Supervisor

A person who knowingly or willfully makes public or discloses to any unauthorized person any confidential information contained in the central abuse hotline is subject to the penalty provisions of s. 39.205.
Topic ~ Analyze a Case Using the Decision-Making Process

Materials
- PG8-10 Decision-Making Checklist
- TH39 Jenkins 3rd Intake

Evaluate Carter Grey’s Decision-Making

Activity Goal: Learners will evaluate Carter Grey’s assessment activities and decision-making using the Child Maltreatment Matrix and Florida Statutes/Rule.

Directions
- Refer class to PG8-10, Decision-Making Checklist, QPS Job Aid and PI Checklist. *(PG and TH pages inserted on the following pages TG34-37)*
- Tell class to mark the items that they feel Carter Grey did not adequately address.
- Instruct learners to discuss their selections with participants in their group.
  - Groups must use the Child Maltreatment Matrix and refer to Florida Statutes.
- Tell groups to prepare to share their group’s answers and decisions during a class discussion.

Effective Safety Assessment

- Emphasize the following key points prior to the activity on the next page:
  - A thorough initial assessment is directly related to effective safety planning.
  - A continual, ongoing assessment of the situation is necessary to ensure child safety, no matter where the child is:
    - in-the-home or
    - in out-of-home care
  - In assessing safety, you must thoroughly examine all relevant facts and circumstances, past and present.
  - Information gathering must be from multiple sources.
  - Statutes and administrative rules must be followed.
  - Periodic reassessment and updates of the safety plan must be
documented in the case notes.

- Reassessments must answer the following questions:
  - Is the safety plan appropriate to the current circumstance?
  - If a safety plan is not in place, does the current situation require one?
## Decision-Making Checklist

<table>
<thead>
<tr>
<th>Decision-Making Checklist</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>I. Gather and Document Information</strong></td>
</tr>
<tr>
<td>Subjects of Intake &amp; Allegation</td>
</tr>
<tr>
<td>Contact reporter, if appropriate.</td>
</tr>
<tr>
<td>Current and Prior Intakes/Investigations (FSFN) - QPS #1</td>
</tr>
<tr>
<td>Current/prior intakes/investigations</td>
</tr>
<tr>
<td>Prior with findings, staff with supervisor</td>
</tr>
<tr>
<td>Existing case files</td>
</tr>
<tr>
<td>Prior unfounded intakes</td>
</tr>
<tr>
<td>Service providers</td>
</tr>
<tr>
<td>Criminal History - F.S. 39.301(9)(c). F.S. 39.306; QPS #1</td>
</tr>
<tr>
<td>State and federal records checks</td>
</tr>
<tr>
<td>Local law enforcement; including calls out to home</td>
</tr>
<tr>
<td>Child Protective Services from other states when applicable</td>
</tr>
<tr>
<td>Department of Juvenile Justice</td>
</tr>
<tr>
<td>Department of Corrections</td>
</tr>
<tr>
<td>Domestic Violence Injunction Registry</td>
</tr>
<tr>
<td>Interviews - F.S. 39.301(6)(9)(10); QPS #4, 5, 9, 10</td>
</tr>
<tr>
<td>Reporter (if known)</td>
</tr>
<tr>
<td>Face-to-face:</td>
</tr>
<tr>
<td>- Child, siblings (alone)</td>
</tr>
<tr>
<td>- Note or photograph condition, appearance, development</td>
</tr>
<tr>
<td>- Parents, caregivers (separately)</td>
</tr>
<tr>
<td>- All household members</td>
</tr>
<tr>
<td>Collaterals (neighbors, friends, relatives, teachers)</td>
</tr>
<tr>
<td>Alleged perpetrator (whenever appropriate)</td>
</tr>
<tr>
<td>Identify and Locate Absent Parent(s)</td>
</tr>
<tr>
<td>Begin diligent search</td>
</tr>
<tr>
<td>Other Documentation - i.e.; QPS #10, 11: 15</td>
</tr>
<tr>
<td>CPT reports, photographs, interviews F.S. 39.304 (1)</td>
</tr>
<tr>
<td>School records</td>
</tr>
<tr>
<td>Health department records-medical records</td>
</tr>
<tr>
<td>Emergency room/memorial records</td>
</tr>
<tr>
<td>Demographic/Correction in addresses, d.o.b., etc.</td>
</tr>
</tbody>
</table>
Physical Evidence
- follow local protocol.

Observe and Document the Home Environment - FS 38.301 (6)
- living conditions inside and out
- food, shelter, clothing adequate to meet child’s needs
- safety of physical environment
- child’s bedroom
- place and cause of maltreatment

Information about the Family (Family Assessment Factors) QPS #6
- attitude regarding intervention
- culture and family background
- parent/caregiver history of abuse
- family relationships/family dynamics/interactions, attitude towards child
- child characteristics that might increase risk
- ages of children and caregivers
- community and family supports
- discipline and parenting techniques
- stressors
- substance abuse/domestic violence
- ability to meet child(ren)’s needs and keep children safe

II. ASSESS

Examine/Analyze the Information to Assess Plausibility of the Explanation
QPS #10, 11, 18
- What are the indicators?
- What is the physical evidence?
- Does injury/maltreatment match the explanation?
- Is an accidental injury possible relative to child’s development?
- Does the place and the cause of injury seem plausible?
- Can anyone support/verifiy the parents/caregivers’ explanation?
- Compare CFT documentation, photographs, and interviews with other investigative information.
- Look for any inconsistencies.
- Consult supervisor and CLS attorney.
- Have all relevant sources of information been contacted and the information documented?
III. SAFETY ASSESSMENT AND DECISION-MAKING

Make decisions based upon careful assessment (analysis and synthesis) of information and based upon statutes, policy, procedures.

QPS #7, 10, 18, 24, 26

☐ What are immediate safety decisions?
  • Tools: i.e. Intake, Prior History, Child Maltreatment Matrix, SA, Family Assessment
  • Process: Investigative procedures

☐ Assess immediate and long-term risk to child.

☐ Determine the need for a safety plan.

☐ Make safety decision:
  • remove child
  • leave child In-Home-non-judicial
  • leave child In-Home-judicial action
TH39 Bobby Lee Jenkins – 3rd Intake

Bobby Lee Jenkins - 3rd Intake

Materials

- TH40-42 Bobby Lee Jenkins 3rd Intake: 07/15/10
- PG3-7 Florida Statutes/F.A.C. References
- PG12-14 In-Home Safety Assessment (Safety Factors, Sections A-C)
- QPS Job Aid and PI Checklist

Directions

- Read the intake as individuals.
- Discuss with group members your next course of action.
- As a group, record the steps you will take to follow up on this intake by answering questions 1-8.

Discussion Questions

1. What are the risk factors for Kevin, the baby?

2. List the safety factors on PG12-14 that relate to Kevin. What are the implications for Kevin’s safety?

3. What “safety action” will you take to ensure Kevin’s safety?

4. Will your decisions involve the courts?

5. What professionals must be notified regarding Kevin?

6. What issues need to be addressed regarding the step mother, Karen?

7. Are there grounds for TPR?

8. What are your responsibilities regarding a child’s death?
Topic ~ Bobby Lee Jenkins - 3rd Abuse Report

Materials

♦ TH39    Jenkins 3rd Intake
♦ TH40-42  Jenkins 3rd Intake 7/15/10
♦ PG3-7    Florida Statutes/F.A.C. References
♦ PG12-14  SA (Safety Factors, Sections A-C)

65C-30.020 and 65C-30.021 lists the responsibilities regarding child deaths and child death reviews.

Activity Goal: Learners will continue to practice assessment and decision-making by determining risk factors and safety actions for Kevin (age 3), Bobby Lee’s brother.

Directions

• Distribute the following Trainer Handouts:
  • TH39    Bobby Lee Jenkins - 3rd Intake
  • TH40-42  Jenkins 3rd Intake: 7/15/10
• Refer groups to:
  • PG3-7, Florida Statutes/F.A.C. References
  • PG12-14, SA (Safety Factors, Sections A-C)
  • QPS Job Aid and PI Checklist as resources for the activity

(PG and TH pages inserted on the following pages TG39-50)

• Allow groups to read the intake and discuss and record their answers to the questions on the activity guide.
• Record on flip chart the steps to follow up on this intake.
• Review and Closure
• Review with the class the information that was covered during this course and answer all questions.
• Reiterate to learners that they need to use all of the available resources (PI Checklist, QPS, Job Aids, Statutes, Codes, etc.) when completing investigations.
• Also reiterate to learners that it is imperative that they discuss cases with their supervisors and engage as many collaterals in the investigative process to improve the decision-making process and prevent “tunnel vision.”
Bobby Lee Jenkins - 3rd Intake

Materials
- TH40-42  Bobby Lee Jenkins 3rd Intake: 07/15/10
- PG3-7    Florida Statutes/F.A.C. References
- PG12-14  In-Home Safety Assessment (Safety Factors, Sections A-C)
- QPS Job Aid and PI Checklist

Directions
- Read the intake as individuals.
- Discuss with group members your next course of action.
- As a group, record the steps you will take to follow up on this intake by answering questions 1-8.

Discussion Questions

1. What are the risk factors for Kevin, the baby?

2. List the safety factors on PG12-14 that relate to Kevin. What are the implications for Kevin’s safety?

3. What "safety action" will you take to ensure Kevin's safety?

4. Will your decisions involve the courts?

5. What professionals must be notified regarding Kevin?

6. What issues need to be addressed regarding the step mother, Karen?

7. Are there grounds for TPR?

8. What are your responsibilities regarding a child’s death?
## TH40  Jenkins 3rd Intake 7/15/10

### Intake Report

<table>
<thead>
<tr>
<th>Intake Name</th>
<th>Intake Number</th>
<th>County</th>
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<tbody>
<tr>
<td>JENKINS, KEVIN ALLEN</td>
<td>2010-074512-01</td>
<td>Miami Dade</td>
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<table>
<thead>
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<th>Program Type</th>
<th>Investigative Sub-Type</th>
<th>Provider Name</th>
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<td>07/15/2010 01:42 PM</td>
<td>Child Intake - Initial</td>
<td>N/A</td>
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<th>Worker Safety Concerns</th>
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<tr>
<td>Yes X No</td>
<td>X Yes No</td>
<td>Yes X No</td>
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<tr>
<th>Response Time</th>
<th>Name - Worker</th>
<th>Name - Supervisor</th>
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<tr>
<td>24 Hours</td>
<td>GREY, CARTER</td>
<td>LEWIS, MAGGIE</td>
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### 1. Family Information

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<thead>
<tr>
<th>Name - Family</th>
<th>Telephone Number - Home</th>
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<tbody>
<tr>
<td>JENKINS, KEVIN ALLEN</td>
<td>(786)556-3344</td>
</tr>
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<table>
<thead>
<tr>
<th>Address - Street</th>
<th>Unit Designator</th>
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<tbody>
<tr>
<td>1134 Highland Oaks Blvd.</td>
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<td>North Miami</td>
<td>FL</td>
<td>33152</td>
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<tr>
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<td></td>
<td>Yes X No</td>
</tr>
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**Directions to House**

1134 Highland Oaks Blvd. North Miami is the home address for all participants. However, father is located in Miami Dade County Jail.

### A. Participants

<table>
<thead>
<tr>
<th>Name</th>
<th>ID Number</th>
<th>Role</th>
<th>Gender</th>
<th>DOB</th>
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</thead>
<tbody>
<tr>
<td>JENKINS, KEVIN ALLEN</td>
<td>224019283</td>
<td>V-IN</td>
<td>Male</td>
<td>06/25/2007</td>
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<th>Disability</th>
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<tr>
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<td>White</td>
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<thead>
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<th>Name</th>
<th>ID Number</th>
<th>Role</th>
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<th>DOB</th>
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<tbody>
<tr>
<td>JENKINS, BOBBY LEE</td>
<td>222097391</td>
<td>V</td>
<td>Male</td>
<td>03/16/2008</td>
</tr>
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</table>

<table>
<thead>
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<th>Race</th>
<th>Disability</th>
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</thead>
<tbody>
<tr>
<td>4</td>
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</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>ID Number</th>
<th>Role</th>
<th>Gender</th>
<th>DOB</th>
</tr>
</thead>
<tbody>
<tr>
<td>JENKINS, ANDREW JAMES</td>
<td>334598652</td>
<td>AP</td>
<td>Male</td>
<td>12/18/1983</td>
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</table>

<table>
<thead>
<tr>
<th>Est. Age</th>
<th>Ethnicity</th>
<th>Race</th>
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<tbody>
<tr>
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<table>
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<th>ID Number</th>
<th>Role</th>
<th>Gender</th>
<th>DOB</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAUWER, KAREN NATALIE</td>
<td>144928327</td>
<td>AP</td>
<td>Female</td>
<td>02/15/1987</td>
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<table>
<thead>
<tr>
<th>Est. Age</th>
<th>Ethnicity</th>
<th>Race</th>
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</thead>
<tbody>
<tr>
<td>23</td>
<td>White</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

AP = Alleged Perpetrator  
CH = Child In Home  
HM = Household Member  
NM = Non-Household Member  
PC = Parent/Caregiver  
RN = Report Name  
SO = Significant Other

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TH41 Jenkins 3rd Intake 7/15/10

B. Address and Phone Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Type</th>
<th>Address</th>
<th>Telephone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>JENKINS, KEVIN ALLEN</td>
<td>Primary</td>
<td>1134 Highland Oaks Blvd., North Miami, FL 33152</td>
<td>(786)555-3344</td>
</tr>
<tr>
<td>JENKINS, BOBBY LEE</td>
<td>Primary</td>
<td>1134 Highland Oaks Blvd., North Miami, FL 33152</td>
<td>(786)555-3344</td>
</tr>
<tr>
<td>JENKINS, ANDREW JAMES</td>
<td>Primary</td>
<td>1134 Highland Oaks Blvd., North Miami, FL 33152</td>
<td>(786)555-3344</td>
</tr>
<tr>
<td>SAUWER, KAREN NATALIE</td>
<td>Primary</td>
<td>1134 Highland Oaks Blvd., North Miami, FL 33152</td>
<td>(786)555-3344</td>
</tr>
</tbody>
</table>

C. Relationships

<table>
<thead>
<tr>
<th>Subject</th>
<th>Relationship</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAUWER, KAREN NATALIE</td>
<td>Mother</td>
<td>JENKINS, KEVIN ALLEN</td>
</tr>
<tr>
<td>SAUWER, KAREN NATALIE</td>
<td>Stepmother</td>
<td>JENKINS, BOBBY LEE</td>
</tr>
<tr>
<td>JENKINS, ANDREW JAMES</td>
<td>Father</td>
<td>JENKINS, KEVIN ALLEN</td>
</tr>
<tr>
<td>JENKINS, ANDREW JAMES</td>
<td>Father</td>
<td>JENKINS, BOBBY LEE</td>
</tr>
</tbody>
</table>

D. Alleged Maltreatment

<table>
<thead>
<tr>
<th>Alleged Victim</th>
<th>Maltreatment Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>JENKINS, BOBBY LEE</td>
<td>Death due to Abuse/Neglect</td>
</tr>
<tr>
<td>JENKINS, KEVIN ALLEN</td>
<td>Other Child Dead - Threatened Harm</td>
</tr>
</tbody>
</table>

E. Location of Incident

<table>
<thead>
<tr>
<th>Address - Street</th>
<th>Apt.</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
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<tbody>
<tr>
<td>1134 Highland Oaks Blvd.</td>
<td>8A</td>
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<td>33152</td>
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</table>

<table>
<thead>
<tr>
<th>Telephone Number - Home</th>
<th>Telephone Number - Work</th>
<th>Telephone Number - Cell</th>
</tr>
</thead>
<tbody>
<tr>
<td>(786)555-3344</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

II. Narratives

A. Allegation Narrative

Reporter states that upon responding to a 911 call from Andrew Jenkins, police discovered the body of Bobby Lee Jenkins, DCB 3/16/06, at the home of Andrew Jenkins, the child's father. Mr. Jenkins confessed to beating the child and throwing him against a slicing glass door. Andrew Jenkins is currently in jail.

B. Narrative for Worker Safety Concerns

III. Agency Response

A. Probationary Worker Recommendation

<table>
<thead>
<tr>
<th>Decision</th>
<th>Date/Time Decision Made</th>
<th>Reason</th>
</tr>
</thead>
</table>

Explain

B. Worker/Supervisor Decision

<table>
<thead>
<tr>
<th>Decision</th>
<th>Date/Time Decision Made</th>
<th>Reason</th>
</tr>
</thead>
</table>

Screen In | Screen In – Accepted for Services/Investigation |

Explain

IV. CI Unit Documentation

<table>
<thead>
<tr>
<th>First Call Attempted Date/Time</th>
<th>Completed Call Date/Time</th>
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</thead>
<tbody>
<tr>
<td>07/15/2010 2:05 PM</td>
<td>07/15/2010 2:05 PM</td>
</tr>
</tbody>
</table>

Call Log

Called Out By | Called To
--------------|---------------
DEVROM, LISA  | PAYNE, ELIJAH
TH42 Jenkins 3rd Intake 7/15/10

Name – Worker
Grey, Carter

Name – Reporter
MCCALL, GERRY

Reporter Type
Law Enforcement

Reporter Caller ID
305-566-8937

Reporter Requests Contact
X Yes  No  

Report Method
Phone

Home Phone
Work Phone
305-566-8937

Other Phone

Reporter Narrative

Reporter states that upon responding to a 911 call from Andrew Jenkins, police discovered the body of Bobby Lee Jenkins, DOB 3/15/06, at the home of Andrew Jenkins, the child’s father. Mr. Jenkins confessed to beating the child and throwing him against a sliding glass door. Andrew Jenkins is currently in jail.

Source Information

Reporter is the law enforcement officer who responded to the 911 call.

Background Summary

A person who knowingly or willfully makes public or discloses to any unauthorized person any confidential information contained in the central abuse hotline is subject to the penalty provisions of s. 39.205.
Florida Statutes/F.A.C. References

Complete investigation within 60 days after receiving the initial intake unless:

s. 39.301(18)(a)-(c):
- There is an active, criminal investigation which continues beyond the 60 days.
- Child death cases: Final report of the medical examiner is not received w/in 60 days.
- Child is missing: 60 days extended until child is located or sufficient information exists to close the investigation.

Notify LE, SAO. 39.301(17)

Must immediately forward allegations of criminal conduct to LE in the municipality or county where the alleged conduct occurred.

- F. S. 39.301(2)(b)1.-6. defines criminal conduct as: Child is known or suspected to be the victim of:
  - Child maltreatment
  - Aggravated child abuse
  - Sexual battery or sexual abuse
  - Institutional child abuse or neglect
  - Human trafficking
  - Or the child is known or suspected to have died as a result of maltreatment.
- Orally notify the jurisdictionally responsible state attorney, and law enforcement agency according to 39.301(17) and within 3 working days, transmit written report.
- SA must report findings to the agency office w/in 15 days. 39.301(20)
- Orally notify the CBC within 1 working day in the event that the case is open to services.
- For cases accepted by LE for criminal investigation, document in investigative file per 39.301(4)(c) that the administrative review included:
  - Input from law enforcement (if criminal investigation occurred)
  - Results of CPT evaluation, if referral was completed
- If intake includes a maltreatment of human trafficking or if PI suspects human trafficking, local and federal law enforcement must be notified. 175-14, CFOP

Conduct face-to-face interviews. 39.301(6) and (13); QPS #3, 4, 5, 6
- An assessment of risk and the perceived needs for the child and family must be conducted in a manner sensitive to the social, economic, and cultural environment of the family.
- This assessment must include a face-to-face interview with the child, other siblings, parents, and other adults in the household and an onsite assessment of the child’s residence.
- Onsite visits and face-to-face interviews with the child or family must be unannounced, unless such unannounced visit will threaten the safety of the child.
Document child’s condition, appearance and development. 65C-29.003(3)(c)
- Must observe and document the condition, appearance, and development of each child named in the intake and all other children who reside in the household.

Document the physical condition of the child’s residence. 65C-29.003(3)(g)
- Must observe and document the conditions of the child’s home; consider the child’s bedroom, presence of hazardous condition, clothing, food, etc.
- If physical evidence must be removed (other than the child) a request must be made for LE to initiate a criminal investigation.

Factors to consider when determining high risk cases 39.301(8)(b) F.S.
- A petition for dependency must be filed in all cases classified as high risk. Factors to consider in deciding if a case is high-risk include, but are not limited to:
  - Young age of the parents or legal custodians
  - Use of illegal drugs
  - Domestic violence
  - The arrest of the parents or legal custodians on charges of manufacturing, processing, disposing of, or storing, either temporarily or permanently, any substances in violation of Chapter 893, F.S.

Cases required to be referred to CPT 39.303(2)(a)-(h); QPS #13
- Certain cases must be referred to CPT for assessment and appropriate available support services:
  - Head injuries, bruises to the neck or head, burns, or fractures in a child of any age
  - Bruises anywhere on a child 5 years of age or younger
  - Any intake alleging sexual abuse of a child
  - Any sexually transmitted disease in a prepubescent child
  - Malnutrition and failure of a child to thrive
  - Medical neglect
  - Any family in which one or more children have been pronounced dead on arrival at a hospital or other health care facility, or have been injured and later died, as a result of suspected maltreatment when any sibling or other child remains in the home
  - Symptoms of serious emotional problems in a child when emotional or other abuse, abandonment, or neglect is suspected
  - Exception is when you determine “no injuries” occurred. You must complete the safety assessment and obtain supervisor approval.
Make collateral contacts. 65C:29.003(9); QPS #1.9, 1.10

- Your supervisor will assure that relevant collateral contacts are made and documented in the file.
- To be relevant, this person needs to have had contact with the child, alleged perpetrator, or the family and must have had direct knowledge or information regarding the family’s situation.
- "Zahid Jones, Jr., Give Grandparents and Other Relatives a Voice Act": Requires CPI to obtain collateral contact from a relative if a family if offered but refuses services, if the CPI has knowledge of and the ability, to contact a relative.

Judicial vs. Non-judicial In-Home Services
39.301(6)(a) and (b), 39.301(14)(a)-(c); F.A.C. 65C-30.010; QPS #20, 21, 22

Non-judicial In-Home Services Criteria
- Child's safety can be assured without judicial oversight
- Can deliver services effectively through Non-judicial In-Home services provision
- Non-judicial In-Home supervision cases only;
- Does NOT include cases for children at high risk.
- May or may not have legal sufficiency to file dependency petition
- Includes those families who have been referred to Family Preservation Services

Prior to offering Non — Judicial In-Home Services to the family:
Consult with supervisor using the Safety Assessment tool to determine the risk level to the child and consider the following:
- Presence of high risk factors
- Criminal, domestic violence and abuse/neglect history of the parents or legal custodians and others who live in or frequent the home
- Presence of any chronic, severe or multiple maltreatments
- Prior intakes of maltreatment and their findings
- History of non-compliance or non-cooperation during the previous interventions
- Mitigating factors, such as the degree of cooperation by the parents/legal custodians and their ability to follow through with planned actions and referrals

Grounds for TPR s.39.806 (1) (a)-(e) summarized
- (a) Parent or parents voluntarily executed a written surrender of the child.
- (b) Abandonment as defined in s. 39.01(1) or when the identity or location of the parents is unknown and cannot be ascertained by diligent search within 60 days.
- (c) Continuing involvement of the parent or parents in the parent-child relationship threatens the life, safety, well-being, or physical, mental, or emotional health of the child irrespective of the provision of services.
- (d) Parent of a child is incarcerated in a state or federal correctional institution and either
• is expected to be incarcerated during a substantial portion of the period of time before the child will attain the age of 18 years;
• has been determined by the court to be a violent career criminal; or
• the court determines by clear and convincing evidence that continuing the parental relationship with the incarcerated parent would be harmful to the child.
• (e) The child has been adjudicated dependent, a case plan has been filed with the court, and:
  • The child continues to be abused, neglected, or abandoned by the parent(s); failure of parents to substantially comply for 9 months after adjudication or shelter, whichever occurs first, constitutes evidence of continuing abuse unless parents lack financial resources or the department fails to make reasonable efforts to reunify.
  • Parent or parents have materially breached the case plan. The court must find by clear and convincing evidence that the parent(s) are unlikely or unable to substantially comply with the case plan before time to comply expires.

No Reasonable Efforts Required s.39.806 (1) Grounds (f)-(l)
• (f) Parent or parents have engaged in egregious conduct or had the opportunity and capability to prevent and knowingly failed to prevent egregious conduct that threatens the life, safety, or physical, mental, or emotional health of the child or the child's sibling.
• (g) Parent or parents have subjected the child or another child to aggravated child abuse, sexual battery, sexual abuse, or chronic abuse.
• (h) Parent or parents have committed the murder, manslaughter, aiding or abetting the murder, or conspiracy or solicitation to murder the other parent or another child, or a felony battery that resulted in serious bodily injury to the child or to another child.
• (i) Parental rights of the parent to a sibling of the child have been terminated involuntarily.
• (j) The parent or parents have a history of extensive, abusive, and chronic use of alcohol or a controlled substance which renders them incapable of caring for the child and have refused or failed to complete available treatment for the 3-year period immediately preceding the filing of the TPR petition.
• (k) A test administered at birth that indicated the child's blood, urine, or meconium contained alcohol or a controlled substance not the result of medical treatment for the mother or the newborn and the biological mother of the child is the biological mother of at least 1 other child who was adjudicated dependent due to a finding of harm due to exposure to alcohol or a controlled substance re: 39.01 (31)(g) after which the biological mother had the opportunity to participate in substance abuse treatment.
• (l) On 3 or more occasions the child or another child of the parent(s) has been placed in out-of-home care and the conditions that led to the child's out-of-home placement were caused by the parent(s).
Identification of Children F.A.C. 65C-30.004

Photographs
- Photographs must be kept in the case file and maintained in the statewide photo database.
- Photos must include shoulders to the top of the head with name, D. O. B., and date the photo was taken written on it.
- Children who must be photographed:
  - Timeframes:
    - out-of-home care within 72 hours of removal
    - Judicial In-Home services; within 15 days of transfer to service unit
  - Photograph children:
    - and sibling groups ready for adoption who must be registered on Adoption Exchange System
    - upon removal in case the child runs away or is taken by the parent after placement.
    - returning to care from missing or runaway status, unless appearance has not changed significantly since last photo.
  - Photos must be updated:
    - every 6 months for ages 0-60 months;
    - yearly for ages 60 months to age 18.
  - Children receiving Judicial In-Home Services cases do not need to be photographed. 65C-30.010 (7)(b)

Fingerprints (out-of-home only)
- Ages 3 years or older, must be obtained within 15 days after initial placement and must be maintained in the child’s case file.
- Under 3, a means of obtaining the child’s footprints must be explored.

Birth Verification
- Out-of-Home care within 15 calendar days of placement
- Judicial In-Home services within 15 days of transfer to services unit
- Children born out of state or out-of-country-request within 15 days from initial placement
- Certified copy for licensed out-of-home care
In-Home Safety Assessment (Section A-C)

### In-Home Safety Assessment (Sections A-C)

#### A) Signs of Present Danger

<table>
<thead>
<tr>
<th>Safety Factor</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Family’s whereabouts is unknown, or there is reason to believe that the</td>
<td>Yes No</td>
</tr>
<tr>
<td>family is about to flee or refuse/skip access to child(ren)</td>
<td>Unknown</td>
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<tr>
<td>2. There are household environmental hazards AND the child may be in</td>
<td></td>
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<tr>
<td>immediate danger of harm as a result</td>
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<tr>
<td>3. The parent, caregiver or other household member(s) is responsible for</td>
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<tr>
<td>the death or serious injury of another child</td>
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<td>4. The parent, caregiver or household member(s) have a history of violence</td>
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<tr>
<td>or display current violent behaviors (e.g., battery, domestic violence,</td>
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<tr>
<td>intimidation) AND the child may be in danger of harm as a result</td>
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<td>5. The parent, caregiver or household member(s) has a criminal history</td>
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<td>(regardless of disposition) or engages in dangerous criminal activities</td>
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<tr>
<td>that may impact child safety and/or present(s) a potential threat of harm</td>
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<tr>
<td>to the child (e.g., drug manufacture and distribution, trafficking or sale</td>
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<tr>
<td>of illegal drugs or weapons, prostitution)</td>
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<tr>
<td>6. The caregiver describes child(ren) in predominantly negative terms or</td>
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<td>has unrealistic expectations.</td>
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<td>7. Caregiver or other person having access to the child has made a credible</td>
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<tr>
<td>threat or expresses a credible belief that his or her actions may result</td>
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<tr>
<td>in harm or danger of harm to the child</td>
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<tr>
<td>8. The parent or caregiver has not met or is unable to meet the child’s</td>
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</tr>
<tr>
<td>immediate needs for food, clothing, shelter, medical, behavioral or</td>
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<tr>
<td>mental health care, or protection from harm</td>
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<tr>
<td>9. The parent or caregiver(s)’ apparent mental, physical or developmental</td>
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<tr>
<td>condition, or drug or alcohol use affects their ability to adequately care</td>
<td></td>
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<tr>
<td>for the child(ren)</td>
<td></td>
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<tr>
<td>10. The parent or caregiver(s)’ age affects their ability to adequately care</td>
<td></td>
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<tr>
<td>for the child(ren) (e.g., excessively young or elderly)</td>
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<tr>
<td>11. There is a pattern of continuing, escalating and/or increasing frequency</td>
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<tr>
<td>of incidents, either reported or unreported (e.g., child discloses ongoing</td>
<td></td>
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<tr>
<td>abuse or chronic In-Home violence for which no abuse or law enforcement</td>
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<tr>
<td>reports were made</td>
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<tr>
<td>12. There is evidence of physical or sexual abuse and the possible</td>
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<tr>
<td>responsible person is Unknown.</td>
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<td>13. Person(s) biologically unrelated to alleged child victim(s) is visiting</td>
<td></td>
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<tr>
<td>or part of the household</td>
<td></td>
</tr>
</tbody>
</table>
Module 2: Analysis of Assessment Information

Safety Factor  Yes  No  Unknown
14. The actual injury, neglect, or threatened harm is serious or severe. If yes, at least one of the following must be selected:
- Child death
- Inflicted Fracture
- Inflicted Burn
- Head trauma
- Crack house or similar environment
- Blunt abdominal injury
- Bruises on any child less than 6 months
- Multiple bite marks
- Extensive body bruising, especially involving the head or the torso
- Sexual abuse or exploitation
- Failure to thrive
- Bizarre punishment/confine/ment
- Other
15. Medical attention was required as a result of the actual injury, neglect or threatened harm (indicate if and when medical attention was received).
16. Other Signs of Present Danger

Signs of Present Danger Implications for Child Safety:

B. Child Vulnerability (complete for each child)

Safety Factor  Response
17. Child is five years or younger or nonverbal.
18. Child has developmental, physical, emotional or medical conditions that increase his or her vulnerability.
19. Child exhibits behavior(s) that may be indicative of abuse or neglect. If yes, at least one of the following must be selected:
- Enuresis and/or Encopresis
- Uses drugs/alcohol
- Fire Setting
- Physical harm to self
- Physical aggressions/threats
- Age inappropriate sexual behavior
- Knowledge
- Runs away from home
- Suicidal thoughts/threats
- Sexual Aggression
- Excessive School absenteeism
- Expresses fear of caregiver(s) and/or others living in or frequenting the home
- Other
20. Child has limited community visibility and other cannot observe the condition of the child.
21. Other signs of Child Vulnerability

Child Vulnerability Implications for Child Safety:
<table>
<thead>
<tr>
<th>Safety Factor</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>22. There are prior intakes involving any of the subjects in the current intake, regardless of finding(s)</td>
<td></td>
</tr>
<tr>
<td>23. The parent or caregiver(s) has previously had children in agency custody or out-of-home care as a result of maltreatment, and/or has had parental rights terminated or has considered relinquishment of the child(ren)</td>
<td></td>
</tr>
<tr>
<td>24. The parent or caregiver(s) is unable or unwilling to protect the child(ren) from the possible responsible person who continues to have access and/or proximity to the child(ren)</td>
<td></td>
</tr>
<tr>
<td>25. Parent or caregiver(s) demonstrate(s) ability and willingness to meet child’s basic needs and resources are sufficient to meet basic needs (e.g., housing, income, access to medical care, food, shelter, utilities).</td>
<td></td>
</tr>
<tr>
<td>26. The parent or caregiver(s) communicates with or acts toward the child (ren) in a constructive manner free of verbal/mental abuse.</td>
<td></td>
</tr>
<tr>
<td>27. Has a relationship with spouse/partner that supports their ability to protect and nurture the child(ren).</td>
<td></td>
</tr>
<tr>
<td>28. Has demonstrated adequate comprehension and problem solving skills.</td>
<td></td>
</tr>
<tr>
<td>29. The parent or caregiver(s) has a childhood history free from abuse or neglect.</td>
<td></td>
</tr>
<tr>
<td>30. Appropriate supports are adequate and immediately available (e.g., extended family, friends, neighbors, community).</td>
<td></td>
</tr>
<tr>
<td>31. The parent or caregiver(s) has demonstrated a willingness and ability to follow through with current or prior actions, referrals and/or services.</td>
<td></td>
</tr>
<tr>
<td>32. Other Protective Capabilities or lack of Protective Capabilities:</td>
<td></td>
</tr>
</tbody>
</table>

**Protective Capacities Implications for Child Safety:**

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**PI 128 IS DM TG July 2012**

*Decision Making*