

APPLICATION of CAPMIS TOOLS in ADOPTION CASES

The Comprehensive Assessment Planning Model – Interim Solution (CAPMIS) tools, with the exception of the Specialized Assessment Investigation Tool, are focused on assessing the child's family of origin, prior to agency removal. Once an agency has obtained permanent custody (PC) legal status of a child, certain tools or assessments housed within the tools are no longer applicable. This document provides an overview of each CAPMIS tool and outlines the application of the tool for cases involving children in the legal status of PC.

Safety Assessment - JFS 01401

This tool is designed to be completed on the child's home, prior to agency removal. This is a point in time assessment of safety. The safety assessment is conducted with the family of the individual(s) that holds legal custody of the child. The safety assessment concludes with a determination of one of the following safety responses: Safe, In-Home Safety Plan, Out-of-Home Safety Plan, or **Legally Authorized Out-of-Home Placement**.

- When the agency implements a legally authorized out- of- home placement safety plan the child is legally removed from the home and temporary custody is given to the PCSA or relative/kin. The safety assessment is conducted on the individual from whom the custody of the child was removed.
- **When the agency discontinues a legally authorized out-of-home placement safety plan through obtaining permanent custody of the child; the agency has determined that the active safety threats could not be resolved or controlled for the child to be reunified with his/her family.** Therefore, the safety assessment tool is not applicable for children in PC and is not completed.

Safety Plan – JFS 01409

A safety plan is required when the protective capacities of the family cannot control current active safety threats and safety interventions must be implemented. A safety plan is developed and implemented with the individual(s) who holds legal custody of the child. The following safety assessment responses require the implementation of a safety plan: In Home, Out-of-Home, and **Legally Authorized Out-of-Home Placement**.

- When the agency implements a legally authorized out- of- home placement safety plan the child is legally removed from the home and temporary custody is given to the PCSA or relative/kin. The JFS 01409 Safety Plan is not required to be completed. The court complaint and motions will provide the justification of how this safety response will immediately protect the child. The court order granting custody serves as the safety plan document.
- The following activities discontinue a Legally Authorized Out-of-Home Placement safety plan:
 - The child is reunified with the individual from whom custody was originally removed and legal custody is returned to the individual through court

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processes. The safety threats have been resolved.

- Legal custody of the child is granted to a relative/kin who did not originally have custody of the child. The safety threats could not be resolved and reunification is not able to be achieved.
- The PCSA is granted Permanent Custody of the child. The safety threats could not be resolved and reunification is not able to be achieved.

- **A safety plan is not implemented for a child in PC legal status.** The PCSA maintains custody and responsibility for the child's safety. The PCSA is expected to take the necessary steps to ensure the child's safety.

Family Assessment – JFS 01400

The Family Assessment is designed to be completed on the child's home and family, prior to agency removal. This tool assists workers in assessing risk and identifying the strengths and needs present in the family system. The Family Assessment includes a safety re-assessment and determines what level of service(s) the family needs. The Family Assessment is conducted with the family of the individual(s) that holds legal custody of the child.

- One Family Assessment is completed per case episode.
- Children with the legal status of permanent custody have already had a family assessment completed in their case episode.
- **A Family Assessment is not completed for children with a legal status of PC.** An Ongoing Case Assessment Investigation Tool is completed when an intra-familial abuse/neglect report is received for a child with the legal status of PC.

Ongoing Case Assessment Investigation Tool – JFS 01402

The Ongoing Case Assessment Investigation Tool (OCAIT) is designed to be completed on the child's home and family, prior to agency removal. This tool assists workers in assessing risk and identifying the strengths and needs present in the family system. The OCAIT includes a safety re-assessment and determines what level of services the family needs. The safety re-assessment and risk re-assessment should always focus on the child's home and original caregivers regardless if the child is living with a relative via out-of-home safety plan or in substitute care. The OCAIT is conducted with the family of the individual(s) that holds legal custody of the child.

- An OCAIT is completed when an intra-familial abuse/neglect report is received for a child with the legal status of PC.
- This would include scenarios in which a child discloses historical child abuse and neglect by a family member.
- **Safety Re-Assessment section is not applicable (NA) when the child has PC legal**

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status. This assessment is designed to be completed on the child's home, prior to agency removal. **Family Risk Assessment of Abuse/Neglect or Risk Re-assessment Scale of Abuse/Neglect is not applicable (NA) when the child has PC legal status.** This re-assessment is designed to be completed on the child's home, prior to agency removal, in order to determine the likelihood of future maltreatment.

- **The focus of the assessment would be to document the assessment/investigative activities, report disposition and any identified service needs for the child as a result of the child abuse and neglect.**

Case Plan – JFS 01410

Case planning addresses the contributing factors that have led to the abuse and/or neglect of the child. Case plans should provide a clear and specific guide for the caseworker and the family in order to change individuals' behaviors and the conditions that negatively influence safety, risk, and family functioning. A case plan is developed when: (1) In-home services are provided to the child and his parent/guardian/custodian or pre-finalized adoptive parent with, or without, court ordered protective supervision; or **(2) the child is placed in an out-of-home care setting and supportive services are provided to the child and his parent/guardian/custodian or pre-finalized adoptive parent.** Services and activities are designed to address the causal and/or contributing factors identified in the Family Assessment.

- Generally, the case plan goal of a child in PC legal status is adoption.
- The case plan activities address what is needed to obtain permanency for the child.

Case Review – JFS 01413

The Case Review is designed to review the impact of services and activities identified in the case plan and safety plan, if applicable, in addressing the contributing factors and active safety threats. The Case Review includes a safety re-assessment and determines what level of services the family needs. **The safety re-assessment and risk re-assessment should always focus on the child's home and original caregivers regardless if the child is living with a relative via out-of-home safety plan or legally authorized out-of-home placement.**

- The Case Review ensures continued efforts are made to:
 - 1) Assess child safety.
 - 2) Evaluate whether risk to the child is lowered or increased.
 - 3) Evaluate the effectiveness of supportive services offered and provided to the child, his or her parent, guardian, custodian, or pre-finalized adoptive parent, or substitute caregiver.
 - 4) Identify barriers to the provision of services.

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- 5) Prevent placement, if possible, of the child in substitute care, assist in reunifying the child with the child's parent, guardian, or custodian, or **establish a permanent placement for the child.**
- The Case Review is completed no later than every 90 days from the date of whichever of the following activities occurred first:
 - 1) Original PCSA court complaint date.
 - 2) Date the PCSA received custody of the child.
 - 3) Date of court ordered protective supervision.
 - 4) Date of parent, guardian, or custodian's signature on the case plan, for in-home supportive services only.
 - **Safety Re-Assessment section is not applicable (NA) when the child has PC legal status.** This assessment is designed to be completed on the child's home, prior to agency removal.
 - **Family Risk Assessment of Abuse/Neglect or Risk Re-assessment Scale of Abuse/Neglect is not applicable (NA) when the child has PC legal status.** This assessment is designed to be completed on the child's home, prior to agency removal, in order to determine the likelihood of future maltreatment.

Reunification Assessment – JFS 01404

The Reunification Assessment is designed to be completed on the original custodians' home from whom the child was removed. **The Reunification Assessment is only completed on the original custodians' home from which the child was removed regardless if the child is living with a relative via out-of-home safety plan or a legally authorized out-of-home placement.** The Reunification Assessment is a structured review to support and document the reunification decision. This assessment includes a review of past and present safety threats, compliance with court orders, family conditions and dynamics, resources, strengths, protective capacities, child vulnerability and interventions needed.

- **A Reunification Assessment is not completed for children with a legal status of PC** as parental rights have been terminated and the court has determined that the child cannot be reunified.

Specialized Assessment/Investigation Tool – JFS 01403

The Specialized Assessment/Investigation Tool is designed to assist workers in capturing the investigative requirements for investigations involving out-of-home care child abuse and/or neglect.

- The Specialized Assessment/Investigation Tool is required to be completed if the child

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abuse or neglect report involves an alleged perpetrator who meets one or more of the following criteria:

- 1) Is a person responsible for the alleged child victim's care in an out-of-home care setting as defined in rule [5101:2-1-01](#) of the Administrative Code.
 - 2) Is a person responsible for the alleged child victim's care in out-of-home care as defined in section [2151.011](#) of the Revised Code.
 - 3) Has access to the alleged child victim by virtue of his/her employment by or affiliation to an institution.
 - 4) Has access to the alleged child victim through placement in an out of home care setting.
- **The Specialized Assessment Investigation is the only CAPMIS tool designed to be conducted on out-of-home care settings and not the child's family home.**
 - An assessment of safety has been included to help evaluate safety threats and safety responses in out-of-home care settings.