

# Recording a CAPM Safety Assessment



**Knowledge Base Article**

# Recording a CAPM Safety Assessment

## Table of Contents

<b>Overview</b> .....	3
<b>Navigating to the case</b> .....	3
Creating CAPM Safety Assessment .....	4
Linking an Intake to the Safety Assessment .....	5
Adding Child Participants.....	7
Reviewing Historical Intake Summary .....	15
Assessing Safety Factors.....	17
Safety Response .....	22
No Active Safety Threats .....	22
Safety Response for Active Safety Threats .....	25
Approval Information .....	28

# Recording a CAPM Safety Assessment

## Overview

This Knowledge Base Article discusses steps for completing a **CAPM Safety Assessment**. The **Safety Assessment** is completed for Screened In/Screened In AR intakes with an Intake type of CA/N, Dependency, and Family in Need of Services (Stranger Danger). The **Safety Assessment** allows users to review specific safety factors and identify safety threats for the child participants. After identifying safety threats, reviewing historical information, and considering child vulnerabilities protective capacities, the user can then determine a safety response for the child participants. If needed, the user can also designate a safety plan.

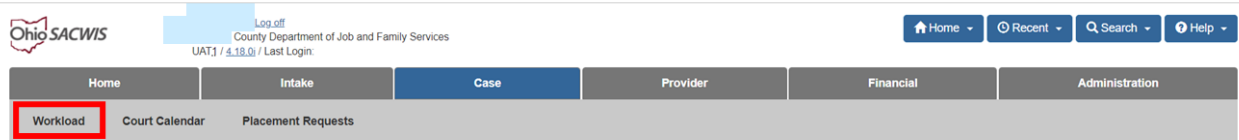
To complete a **Safety Assessment**, complete the following steps.

## Navigating to the case

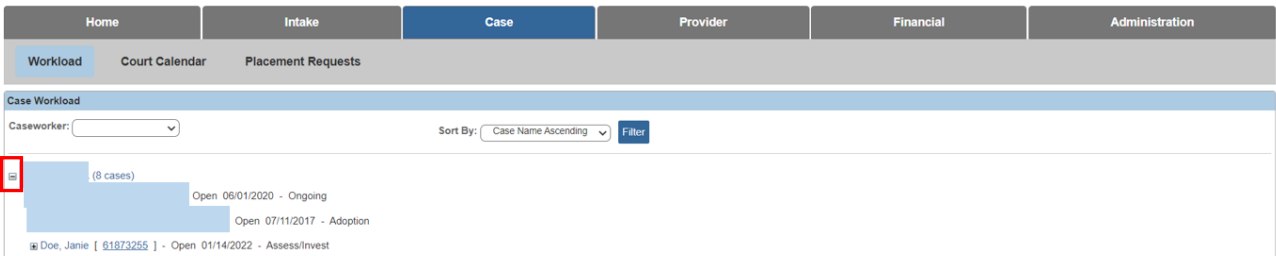
1. From the Ohio SACWIS Home screen, click **Case**.



2. Click **Workload**.



3. Click the plus sign to expand the **Case Workload**.
4. Click the **Case ID** hyperlink.



The **Case Overview** page displays.

# Recording a CAPM Safety Assessment

## Creating CAPM Safety Assessment

1. Click the **Safety Assessment** link in the navigation pane.

The screenshot shows the CAPM system's navigation pane on the left. The 'Safety Assessment' link is highlighted with a red box. The main content area displays case information for 'Doe, Janie', including case name, address, agency, and primary worker. Below this, there is a 'Case Actions' section with a message: 'One or more active case member(s) is missing demographic information: race, ethnicity, gender, DOB'. At the bottom, there are buttons for 'Action Items', 'Case Alerts', 'Dashboard', and 'Assignments / Eligibility'.

The **Safety Assessment** screen appears.

2. Click the **Add Safety Assessment** button.

The screenshot shows the 'Safety Assessment' screen. The navigation pane on the left has 'Safety Assessment' highlighted with a green box. The main content area displays case information for 'Bear, Mama' and a 'Safety Assessment Filter Criteria' section with 'Date Range' and 'Sort Results By' options. Below the filter criteria, there is a 'Safety Assessments' section with the message 'No Results Returned'. At the bottom, the 'Add Safety Assessment' button is highlighted with a red box.

The **Identifying Information** tab screen displays.

# Recording a CAPM Safety Assessment

## Linking an Intake to the Safety Assessment

**Important:** The **Safety Assessment** is completed in response to a screened in CA/N, Dependency and Family in Need of Services (Stranger Danger);0 The intake being assessed is linked to the **Safety Assessment**.

1. Click, **Link Intake**.

The screenshot shows the 'Identifying Information' tab of a CAPM Safety Assessment. At the top, there is a navigation bar with tabs: 'Identifying Information' (active), 'Historical Summary', 'Safety Factor', 'Safety Response', and 'Approval'. Below the navigation bar, there is a 'Linked Activity Logs' section with a left arrow and the text 'There are no Activity Logs linked to this Intake.'. The main content area is titled 'Identifying Information' and contains an 'Intake Information' section with the text 'There are no Intake(s) linked to this Safety Assessment.' and a 'Link Intake' button highlighted with a red box. Below this is a 'Family Information' section with a description: 'The Safety Assessment is completed on the family who is subject of the report. For the purpose of completion of the Safety Assessment, family includes the following individuals, as applicable:' followed by a bulleted list: '• ACV(s)', '• Siblings of ACV(s)', '• The parent(s) or caretaker(s) of the ACV(s)', and '• Step/Half siblings of the ACV(s) living within the ACV's home'. At the bottom of the form, there is a dark bar with buttons: 'Previous', 'Next', 'Apply', 'Save', and 'Cancel'.

The **Available Intake(s)** screen appears, displaying all Screened In or Screened In AR CA/N, Dependency, and Family In Need of Services Intakes for the current case episode that have not been dispositioned.

2. Select one or more Intakes by placing a checkmark(s) in the relevant check box(es).
3. Click, **Save**.

The screenshot shows the 'Available Intake(s)' screen. At the top, there is a blue bar with the text 'Available Intake(s)'. Below this is a table with the following columns: 'Intake ID', 'Decision Date / Time', 'Intake Category', 'Intake Type(s)', and 'Agency'. The table contains four rows of data. The first row has a checkbox selected. The second row has a checkbox selected. The third row has a checkbox selected. The fourth row has a checkbox selected. The 'Agency' column for all rows is 'County Children Services Board'. At the bottom of the screen, there is a dark bar with buttons: 'Save' (highlighted with a red box) and 'Cancel'.

Intake ID	Decision Date / Time	Intake Category	Intake Type(s)	Agency
<input checked="" type="checkbox"/>	02/08/2022 02:40 PM	CA/N Report	Physical Abuse	County Children Services Board
<input checked="" type="checkbox"/>	02/08/2022 12:00 AM	CA/N Report	Physical Abuse	County Children Services Board
<input checked="" type="checkbox"/>	04/19/2021 07:15 AM	Dependency Report	Dependent Child	County Children Services Board
<input checked="" type="checkbox"/>	04/14/2020 11:45 AM	CA/N Report	Neglect Physical Abuse	County Children Services Board

The system returns to the **Identifying Information** tab screen, displaying the selected **Intake Information**.

# Recording a CAPM Safety Assessment

**Note:** The **Identifying Information** tab has a pane on the left-hand side of the screen (**Linked Activity Logs**), which can be expanded or collapsed. Once an intake has been linked to the **Safety Assessment**, this pane will populate with all activity logs linked to the Intake. Each **Activity Log** displays as a drawer which can also be expanded; this allows you to see the following details for each of the **Activity Logs** displayed: **Date / Time of Activity**, **Type of Contact**, **Participants**, **Narrative**, and **Correction(s)** (if present).

1. Click the **Add Child** button.

The screenshot shows the 'Identifying Information' tab with a navigation bar containing 'Identifying Information', 'Historical Summary', 'Safety Factor', 'Safety Response', and 'Approval'. On the left, a 'Linked Activity Logs' pane is expanded, showing two logs: '02/03/2022 08:00 AM Phone Call To' and '02/01/2022 02:00 PM Face-to-Face'. The main content area shows 'Intake Information' with a table:

Intake ID	Decision Date / Time	Intake Category	Intake Type(s)	Initiation Date / Time	Agency
	02/01/2022 01:30:00 PM	CA/N Report	Neglect	02/01/2022 02:00:00 PM	County Department of Job and Family Services

Below the table is a 'Link Intake' button.

The 'Family Information' section contains the following text:

The Safety Assessment is completed on the family who is subject of the report. For the purpose of completion of the Safety Assessment, family includes the following individuals, as applicable:

- ACV(s)
- Siblings of ACV(s)
- The parent(s) or caretaker(s) of the ACV(s)
- Step/Half siblings of the ACV(s) living within the ACV's home
- Paramour of the parent/caretaker
- Children of the paramour residing in the home
- Other children residing in the home of whom the parent/ caretaker has custody/guardianship
- A related or unrelated adult residing in the home who has routine responsibility for the care of the ACV(s) and his/her sibling(s) (e.g., provides supervision or assists in meeting the basic needs, such as feeding and/or bathing the child)

For the full field guide [click here](#)

The 'Children in the Family' section shows details for a child:

**Bear Junior** Male Age 3, DOB 09/09/2018 CSR

Type of Contact: Face-to-Face      Date of Contact: 02/01/2022

Child Vulnerabilities  
Manage Child Vulnerabilities

**Add Child**

The **Available Participant(s)** grid appears.

## Recording a CAPM Safety Assessment

### Adding Child Participants

When completing a **Safety Assessment**, the user must add child participants. The participants are selected from a list of active case members. The Family Information section of the **Safety Assessment** includes guidance about who should be linked to the **Safety Assessment**. All children in the family should be included on the **Safety Assessment** even if they were not included on the intake. Once a case member has been added to the **Safety Assessment**, his/her name will no longer appear on the **Available Participants** list. If he/she is deleted from the **Safety Assessment**, his/her name will return to the list of **Available Participants**. After adding a child, the user selects applicable **Child Vulnerabilities**.

1. Select the **Participant(s)** by checking the box(es) for each.
2. Click **Save**.

Available Participant(s)

Result(s) 1 to 4 of 4 / Page 1 of 1

	Name	DOB	Age	Gender
<input type="checkbox"/>	Black, Sirius	01/01/1980	42	Male
<input type="checkbox"/>	Potter, Harry	01/01/2020	2	Male
<input type="checkbox"/>	Potter, James	08/01/1984	37	Male
<input type="checkbox"/>	Potter, Lily	07/01/1984	37	Female

Save Cancel

The system returns to the **Identifying Information** screen with the selected **Child Participant(s)** shown, along with the Age, DOB, Intake Role and date of initial face-to-face contact.

3. Click, **Manage Child Vulnerabilities** button.

Children in the Family

[Bear\\_Mama](#) Female Age 33, DOB 08/08/1988

Type of Contact: Face-to-Face Date of Contact: 02/01/2022

[Child Vulnerabilities](#) ▾

Manage Child Vulnerabilities

## Recording a CAPM Safety Assessment

The **Child Vulnerabilities** grid appears.

1. Select all applicable **Child Vulnerabilities** in each of the 5 domains by placing a checkmark(s) in the relevant checkbox(es): **Physical**, **Cognitive**, **Emotional**, **Behavioral**, and **Historical**.
2. Click **Save**.

**Child Vulnerabilities**

Potter, Harry   Male Age 2, DOB 01/01/2020 [Collapse all Field Guides](#)

**Physical** ^

No physical vulnerabilities    **OR**    *Select all that apply below:*

The child is young (birth to five years of age)                       The child is small in height or weight

The child has a physical disability that requires special care and attention (physical therapy, diabetic, developmentally disabled, hearing impaired, etc)                       The child is immobile

**Note:** If there are no vulnerabilities for a domain, select the appropriate **No** checkbox instead.

**Physical** ^


No physical vulnerabilities    **OR**    *Select all that apply below:*

Once you have clicked Save, the system returns to the Identifying Information screen. In addition to the child information previously displayed, there is a **Child Vulnerabilities** drawer; when clicked, it expands to show all selected **Child Vulnerabilities**.




# Recording a CAPM Safety Assessment

**Children in the Family**


[Black, Sirius](#) Male Age 42, DOB 01/01/1980 

Type of Contact: Face-to-Face      Date of Contact: 04/20/2021


[Child Vulnerabilities](#) 

[Manage Child Vulnerabilities](#)

---

[Potter, Harry](#) Male Age 2, DOB 01/01/2020 CSR 

Type of Contact: Face-to-Face      Date of Contact: 04/20/2021

[Child Vulnerabilities](#) 

Physical

- The child is young (birth to five years of age)

[Manage Child Vulnerabilities](#)

[Add Child](#)

3. Click, **Add Adult**.

**Parents/Custodians/Guardians/Caretakers and/or Other Adults in the Home**

*There are no Parents/Custodians/Guardians/Caretakers and/or Other Adults in this Safety Assessment.*

[Add Adult](#)

[Relationships](#)

The **Available Participant(s)** screen appears showing all active case members not already linked.

# Recording a CAPM Safety Assessment

## Adding Adult Participants

When completing a **Safety Assessment**, the user must add adult participants relevant to the selected intake. The participants are selected from a list of active case members. The Family Information section of the **Safety Assessment** includes guidance about who should be linked to the **Safety Assessment**. Adults in the home, who have caretaking responsibilities, should be included on the **Safety Assessment** even if they were not included on the intake. Once a case member has been added to the **Safety Assessment**, his/her name will no longer appear on the **Available Participants** list. Once a case member has been added to the **Safety Assessment**, his/her name will no longer appear on the **Available Participants** list. If he/she are deleted from the **Safety Assessment**, his/her name will return to the list of **Available Participants**.

1. Select the **Participant(s)** by placing a checkmark(s) in the relevant check box(es) for each.
2. Click **Save**.

Available Participant(s)

Result(s) 1 to 2 of 2 / Page 1 of 1

<input type="checkbox"/>	Name	DOB	Age	Gender
<input type="checkbox"/>	Potter, James	08/01/1984	37	Male
<input type="checkbox"/>	Potter, Lily	07/01/1984	37	Female

The system returns to the **Identifying Information** screen, displaying the selected **Adult Participants** shown in the grid. In addition to his/her name and Person ID, the system displays: Age, DOB and Intake Role. Any face to face contacts with the adult are also displayed in the card. If there are multiple face to face contacts, the earliest date will be displayed.

## Recording a CAPM Safety Assessment

3. Click the **Manage Protective Capacities** button.

Identifying Information | Historical Summary | Safety Factor | Safety Response | Approval

Parents/Custodians/Guardians/Caretakers and/or Other Adults in the Home

[Potter, James](#) Male Age 37, DOB 08/01/1984 ASR

Type of Contact: Face-to-Face      Date of Contact: 04/20/2021

Adult Protective Capacities ▾

**Manage Protective Capacities**

Add Adult

Relationships

The **Protective Capacities** screen appears.

1. Select all applicable **Protective Capacities** in each of the 3 domains: **Behavioral**, **Cognitive**, and **Emotive**.  
**Note:** If there are no protective capacities for a domain, select the appropriate **No** checkbox instead.
2. Click **Save**.

# Recording a CAPM Safety Assessment

CASE NAME / ID: Charlesworth-Dewitt, Janey Hacksaw / 000000000 SAFETY ASSESSMENT ID: 000000000 STATUS: In Progress

**Protective Capacities**

LastName, FirstName1 - Female - Age xx [Collapse all Field Guides](#)

**Behavioral** ^

No protective capacities in the behavioral domain OR Select all that apply below:

<input type="checkbox"/> The caretaker has a history of protecting	<input type="checkbox"/> The caretaker takes the child to all necessary medical appointments
<input type="checkbox"/> The caretaker is physically able to parent	<input type="checkbox"/> The caretaker utilizes a support network to assist in caring for the child when necessary
<input type="checkbox"/> The caretaker creates an organized and routinized home environment for the child	<input type="checkbox"/> The caretaker demonstrates adequate skill in fulfilling caretaking responsibilities
<input type="checkbox"/> The caretaker demonstrates support for the child	<input type="checkbox"/> The caretaker displays affection for the child (hugs, tenderness, consoles the child)
<input type="checkbox"/> The caretaker demonstrates impulse control	<input type="checkbox"/> The caretaker comforts the child
<input type="checkbox"/> The caretaker assigns chores appropriate to the child's age and development	<input type="checkbox"/> The caretaker physically intervenes when child attempts dangerous act
<input type="checkbox"/> The caretaker provides the child with supervision appropriate to age and stage of development	<input type="checkbox"/> The caretaker is able to provide structure for their child
<input type="checkbox"/> The caretaker has a capable/competent person supervising the children in the caretaker's absence	<input type="checkbox"/> The caretaker provides the child's basic needs
<input type="checkbox"/> The caretaker protects the child from potential harm	<input type="checkbox"/> The caretaker demonstrates love, empathy and sensitivity toward the child
<input type="checkbox"/> The caretaker possesses adequate energy	<input type="checkbox"/> The caretaker defers her or his own needs to meet the needs/wants of the child
<input type="checkbox"/> The caretaker demonstrates the ability to adjust to change	<input type="checkbox"/> The caretaker uses safe/effective coping skills with caring for the child
<input type="checkbox"/> The caretaker utilizes resources to meet the child's basic needs	<input type="checkbox"/> The caretaker demonstrates tolerance in response to the stresses of parenting


The system returns to the Identifying Information screen. In addition to the adult information previously displayed, there is an **Adult Protective Capacities** drawer.

3. Click the Adult Protective Capacities drawer to expand it. A list of all selected Protective Capacities will display.

**Note:** Entering **Protective Capacities** needs to be repeated for each adult participant on the **Safety Assessment**.

# Recording a CAPM Safety Assessment

Parents/Custodians/Guardians/Caretakers and/or Other Adults in the Home

[LastName, AdultFirstName1 / 0000000](#) - Female Age 00, DOB 01/01/1900 AP 

Type of Contact:                      Date of Contact:  
Face-to-face                              MM/DD/YYYY

**Adult Protective Capacities** ^

Cognitive:

- The caretaker has accurate knowledge of age-appropriate supervision for the child
- The caretaker understands the child's development in relation to the child's age

**Manage Protective Capacities**

4. Enter next steps for contact for any participants who have not been contacted.
5. Click **Next** to navigate to the next tab.

For those children and/or adults in the family who were not contacted for the Safety Assessment, explain the next steps for contact:

To document the assessment of safety, at a minimum, the alleged child victim(s) and at least one of his/her caretakers must be interviewed face-to-face.

[\(expand full screen\)](#)

**✓ ABC**  
10000

Previous **Next** Apply Save Cancel

The **Historical Summary** tab screen appears.

1. Click on a participant name to expand the drawer.

Identifying Information   **Historical Summary**   Safety Factor   Safety Response   Approval

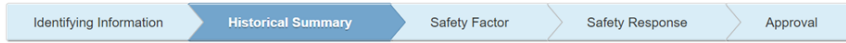
Historical Intake Summary for Children in the Family

Click view to select an Intake to display.

For each child below, all Screened In/Screened In AR CA/N or Dependency Intakes in which the child has a role of ACV/CSR or AP/ASR are displayed.

**Potter, Harry**   Male Age 2, DOB 01/01/2020 - (3) v [Expand all](#)

# Recording a CAPM Safety Assessment



## Historical Intake Summary for Children in the Family

Click view to select an Intake to display.

For each child below, all Screened In/Screened In AR CA/N or Dependency Intakes in which the child has a role of ACV/CSR or AP/ASR are displayed.

[Expand all](#)

Potter, Harry [redacted] Male Age 2, DOB 01/01/2020 - (3) ^

Intake ID:	Category:	Type:	Decision Date:	Case Disposition / Date:
<a href="#">view</a> [redacted]	CA/N Report	Neglect, Physical Abuse	04/14/2020	

[Allegation Details](#) v

Intake ID:	Category:	Type:	Decision Date:	Case Disposition / Date:
<a href="#">view</a> [redacted]	CA/N Report	Physical Abuse	01/04/2020	Unsubstantiated/02/01/2020

[Allegation Details](#) v

# Recording a CAPM Safety Assessment

## Reviewing Historical Intake Summary

Once child and/or adult participants have been added to the **Safety Assessment**, the **Historical Summary** tab will populate with **Historical Intake Information** for the participants. The page is divided into 2 sections: **Historical Intake Summary for Children in the Family** and **Historical Intake Summary for Adult Participants**. The participants under each section display **Name, Person ID, Gender, Age, DOB**, and the number of intake records found.

All the intakes with this child as an ACV/CSR or AP/ASR are displayed.

Each Intake displays with the **Intake ID, Category, Type, Decision Date, Case/Date**.

1. Click **view** to view the intake details.

The screenshot shows a navigation bar with tabs: Identifying Information, Historical Summary (selected), Safety Factor, Safety Response, and Approval. Below the navigation bar is a section titled "Historical Intake Summary for Children in the Family". A note states: "For each child below, all Screened In/Screened In AR CA/N or Dependency Intakes in which the child has a role of ACV/CSR or AP/ASR are displayed." The child's name is "Potter, Harry", Male, Age 2, DOB 01/01/2020 - (3). There is an "Expand all" link. A table lists intakes with columns: Intake ID, Category, Type, Decision Date, and Case Disposition / Date. The first intake has a "view" button highlighted with a red box. Below the table are "Allegation Details" dropdowns for each intake. At the bottom of the section is a "Historical Intake Summary for Adult Participants" section, which is currently empty. A footer bar contains "Previous", "Next", and "Close" buttons.

Intake ID:	Category:	Type:	Decision Date:	Case Disposition / Date:
<a href="#">view</a>	Dependency Report	Dependent Child	04/19/2021	
<a href="#">Allegation Details</a> ▾				
<a href="#">view</a>	CA/N Report	Physical Abuse	01/04/2020	Unsubstantiated/02/01/2020
<a href="#">Allegation Details</a> ▾				
<a href="#">view</a>	CA/N Report	Physical Abuse	02/08/2022	
<a href="#">Allegation Details</a> ▾				

The Intake Details pane is populated with the selected intake. It displays the **Intake ID, Decision Date, Intake Participants** (with role), **Intake Narrative**, and the **Case Analysis**.

There will be a card displayed for each allegation on the intake.

**Note:** The system will display intakes for each participant. If multiple **Safety Assessment** participants are linked to the same intake, the intake will display under each participant's

# Recording a CAPM Safety Assessment

drawer. Once an intake has been viewed in the **Intake Details Pane**, the (v) icon will display next to that intake.

1. Click **Next** to navigate to the next tab, or click the next tab (Safety Factor).

**Historical Intake Summary for Children in the Family**

For each child below, all Screened In/Screened In AR CA/N or Dependency Intakes in which the child has a role of ACV/CSR or AP/ASR are displayed.

**Intake ID**  
21874811

**Screening Decision Date**  
04/19/2021

**Intake Participants**  
Potter, Harry(CSR)

Potter, James(ASR)

**Intake Narrative**  
"Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum."

No assessment tool has been recorded in SACWIS.

[Expand all](#)

**Potter, Harry** Male Age 2, DOB 01/01/2020 - (3) ^

Intake ID:	Category:	Type:	Decision Date:	Case Disposition / Date:
<a href="#">View</a> (v)	Dependency Report	Dependent Child	04/19/2021	
<b>Allegation Details</b> v				
<a href="#">View</a>	CA/N Report	Physical Abuse	01/04/2020	Unsubstantiated/02/01/2020
<b>Allegation Details</b> v				
Intake ID:	Category:	Type:	Decision Date:	Case Disposition / Date:

**Historical Intake Summary for Adult Participants**

For each adult below, all Screened In/Screened In AR CA/N or Dependency Intakes in which the adult has a role of ACV/CSR or AP/ASR are displayed.

Previous
Next
Close



## Recording a CAPM Safety Assessment

The **Safety Factors** tab screen displays.

### Assessing Safety Factors

The **Safety Factors** tab shows a list of the safety factors being assessed. It displays as a grid showing the question, whether the item is an **Active Safety Threat**, and a preview of the narrative information entered. You can edit individual **Safety Factors** from the tab landing page.

1. Click **edit** next to a **Safety Factor** question.

The screenshot shows the 'Safety Factors' tab selected in the navigation bar. The main content area displays a list of safety factor questions. The third question is highlighted, and its 'edit' link is circled in red. The sidebar on the left shows 'Linked Activity Logs' with a list of logs, including one from 04/15/2020 07:00 PM.

The **Safety Factors Detail** page displays.

The **Safety Factor** being assessed displays at the top of the page. Below the heading, is a list of **Safety Factor** examples from the Field Guide.

1. Select all applicable safety factor examples.

**Note:** If there are concerns for this safety factor that are not covered by the examples, you can select other and provide details in **Safety Factor** narrative. However, if there are no concerns for this **Safety Factor**, select No. The explain textbox displays and you can enter narrative information; a narrative is not required for a no answer.

# Recording a CAPM Safety Assessment

**Linked Activity Logs** ◀  
([expand to full screen](#)) Expand all

04/15/2020 07:00 PM  
[Announced Home](#)  
[VisitFace-to-Face](#) ▾

**Has any member of the family or other person having access to the child made a credible threat, describes or acts toward the child in extremely negative terms or have extremely unrealistic expectations of the child which would result in serious harm to a child?**

No **OR** Select all that apply below:

- Caretaker directly, or indirectly, threatens to cause serious harm to the child in a believable manner (e.g., kill the child, not feed the child, lock the child out of the home)
- Caretaker plans to retaliate against the child for CPS involvement
- Caretaker threatens the child with extreme or vague but sinister punishment
- Caretaker uses extreme gestures to intimidate the child
- Caretaker committed an act that placed the child at risk of significant/serious pain, or which could have resulted in impairment or loss of bodily function
- Caretaker repeatedly describes child in a demeaning or degrading manner
- Caretaker transfers their feelings toward someone they hate onto the child
- Caretaker believes the child is demonic, possessed, the devil, etc
- Scapegoating that results in dangerous behaviors to child (e.g., suicidal gestures, runaway, alcoholism/drug use/abuse, unruly/delinquent behaviors)
- Caretaker chooses not to assume the parental role and shows no interest in the child for extended periods of time (abandonment)

Explain: ([expand full screen](#))

✓ ABC  
10000

## 2. For **Safety Factor 10** only, make a selection for **Alleged Perpetrator** access.

- Alleged perpetrator does not reside with the alleged child victim and does not have continued access
- Alleged perpetrator resides with the alleged child victim
- Alleged perpetrator does not reside with the ACV; however, the caretaker allows access or makes no effort to prevent access between the alleged perpetrator and alleged child victim
- Not answered

## Recording a CAPM Safety Assessment

### 3. Select the child(ren) to whom the **Safety Factor** applies.

**Note:** When a child is selected, the list of child vulnerabilities selected for him/her will display under his/her name.

*Please select the child or children this applies to:*

LastName, ChildFirstName1 - Male Age 00

Physical:

- The child has a physical disability that requires special care and attention (physical therapy, diabetic, developmentally disabled, hearing impaired, etc).
- The child has a chronic physical illness/diagnosis
- The child has an acute physical illness that requires special care and attention

LastName, ChildFirstName2 - Female Age 00

LastName, ChildFirstName3 - Female Age 00

### 4. Select the **Protective Capacities** that mitigate the **Safety Factor** concerns.

If there are no protective capacities to mitigate the Safety Factor, select the appropriate checkbox.

*If applicable, select the protective capacities that help control the safety factor.*

There are no applicable protective capacities

LastName, AdultFirstName1 - Male Age 00

Cognitive:

- The caretaker is reality oriented
- The caretaker has accurate knowledge of age-appropriate supervision for the child
- The caretaker understands the child's development in relation to the child's age
- The caretaker understands the child's physical abilities in relation to age
- The caretaker does not have cognitive delays or impairments

## Recording a CAPM Safety Assessment

5. Enter details about the **Safety Factor** in the text box.

**Note:** The narrative information should include details about the **Safety Factor**, **Child Vulnerabilities** and **Protective Capacities** to describe whether this should be considered an **Active Safety Threat**.

6. Make a selection from the drop-down menu under, **Is there an active safety threat based on the presenting safety factor, child vulnerabilities and protective capacities?**

**Note:** For Safety Factor 10 regarding Sexual Abuse, if the Alleged Perpetrator has access to the Alleged Child Victim, the system will mark this as an Active Safety Threat and disable the dropdown.

7. Click **Next** to navigate to the next Safety Factor.

**Note: Safety Factor 2a** will only display if **Safety Factor 2** indicates there were inflicted physical injuries. If there were not inflicted physical injuries, **Safety Factor 2a** will be hidden.

---

Explain the presenting safety factor, child vulnerabilities and protective capacities:

✓ ABC  
10000

Is there an active safety threat based on the presenting safety factor, child vulnerabilities and protective capacities?

Previous **Next** | Apply Save Cancel

The **Safety Factors** tab screen appears. Any **Safety Factors** marked as an **Active Safety Threat** will display with a badge.

8. Click **Next** to navigate to the **Safety Response** tab.

# Recording a CAPM Safety Assessment

<a href="#">edit</a>	<p>2. Does the child have inflicted physical injuries?</p> <hr/> <p><b>ACTIVE SAFETY THREAT</b></p> <p>The potentially 10,000 character narrative would be displayed from the get-go, but only when the strength/concern record is being edited or added, if the user doesnt want to see this entire narrative at the top of the screen they can select. The potentially 10,000 character narrative would be displayed from the get-go, and would be along the left side in its own column. It could be very very long. It doesnt have a text box around it do it more fully shows that it is not editable. Potentially</p>
<a href="#">edit</a>	<p>2a. Does the caretaker have an unconvincing or insufficient explanation for the child's serious, inflicted physical injury?</p> <hr/> <p>No</p>
<a href="#">edit</a>	<p>3. Has any member of the family or other person having access to the child made a credible threat, describes or acts toward the child in extremely negative terms or have extremely unrealistic expectations of the child which would result in serious harm to a child?</p> <hr/> <p><b>NO SAFETY THREAT</b></p> <p>No</p>

[Previous](#) [Next](#) [Close](#)

# Recording a CAPM Safety Assessment

## Safety Response

After completing the **Safety Factors** and identifying whether there are any safety threats, you will generate a safety response. The safety response indicates whether each child is Safe or if a Safety Plan is needed to control the active safety threats.

### No Active Safety Threats

If there are no active safety threats, the **Safety Response** tab displays with a message stating there are no **Identified Safety Threats**.

#### Identified Safety Threats

*There are no identified safety threats.*

1. Enter narrative information in the **Child Vulnerabilities** text box.

**Note:** This textbox has a special function. When you scroll down the page, the textbox will remain at the top of the page. This allows you to scroll and see other information on the page and still be able to enter narrative information.

The **Child Vulnerabilities** grid displays the list of child participants. Each child displays with the list of **Child Vulnerabilities** selected from the **Manage Child Vulnerabilities** page.

#### Child Vulnerabilities

Describe how each child's age, physical, intellectual and social development, emotional/behavioral functioning, role in the family and ability to protect him/herself contribute to or decrease the likelihood of serious harm. ([expand full screen](#))

✓ ABC

10000

# Recording a CAPM Safety Assessment

[LastName, FirstName1 / 0000000](#) - Female Age xx, DOB 01/01/1900

[Expand All](#)

## [Child Vulnerabilities](#) ^

### PHYSICAL

- The child is young (birth to five years of age).
- The child has an acute physical illness that requires special care and attention.
- The child's soft spot (on the head) has not yet closed.
- The child is physically unable to remove him/herself from a situation.
- The child cannot verbalize that maltreatment is occurring.

### COGNITIVE

- The child cannot recognize actions that are neglectful.
- The child cannot recognize actions that are abusive.

### EMOTIONAL

- The child overreacts to audible noises
- The child is overly sensitive to physical touch.

### BEHAVIORAL

- Infant is colicky or cannot be consoled.
- Child is exhibiting signs of withdrawal (trembling, irritability, excessive crying, poor feeding, etc.)
- The child has difficulty sleeping.
- The child is unable to self soothe.
- The child is in a stage of development that creates parental frustration (e.g., the child is not potty trained, has temper tantrums, bites).

## Recording a CAPM Safety Assessment

2. Enter narrative information in the **Adult Protective Capacities** text box.

**Note:** This text box has a special function. When you scroll down the page, the textbox will remain at the top of the page. This allows you to scroll and see other information on the page and still be able to enter narrative information.

The **Adult Protective Capacities** section displays the list of adult participants. Each parent/guardian/custodian/caretaker or other adult participant displays with the list of **Adult Protective Capacities** selected from the **Manage Protective Capacities** page.

**Adult Protective Capacities**

What strengths and resources does the family have that can reduce, control, and/or prevent threats of serious harm? How does the family utilize these protective capacities to ensure child safety? Include the consideration of each caretakers cognitive, emotional and behavioral abilities available to protect a child. ([expand full screen](#))

✓ ABC  
10000

3. Select a **Safety Response** for each child.
4. Enter narrative information in the textbox.

This narrative textbox is used to provide rationale for the Safety Response identified for the children.

5. Click **Next** to navigate to the **Approval** tab.

when the  
d or added,  
re narrative  
t. The  
would be  
be along the  
very very  
it do it more  
[v More](#)

itive would  
when the  
d or added,  
re narrative  
t. The  
would be  
be along the  
very very  
it do it more  
[v More](#)

**Safety Response**

<a href="#">LastName_FirstName1 / 0000000</a> - Female Age xx	<span>SAFE</span>	<input type="text"/>
<a href="#">LastName_FirstName2 / 0000000</a> - Female Age xx	<span>SAFE</span>	<input type="text"/>
<a href="#">LastName_FirstName3 / 0000000</a> - Female Age xx	<span>SAFE</span>	<input type="text"/>

**Rationale to support the Safety Response identified for the child(ren):**  
*Provide summarization of safety factors, child vulnerabilities and adult protective capacities. Explain why no safety plan is needed for the child(ren).* ([expand full screen](#))

✓ ABC  
10000

PreviousNextApplySaveCancel



# Recording a CAPM Safety Assessment

## Safety Response for Active Safety Threats

If there are **Active Safety Threats**, the **Safety Response** screen tab displays with a list of **Identified Safety Threats**. The **Safety Factors** which were identified as a safety threat display in bold; the **Safety Factor Examples** selected are in a bulleted list under each Safety Factor.

CASE NAME / ID: Charlesworth-Dewitt, Janey Hacksaw / 00000000 SAFETY ASSESSMENT ID: 00000000 STATUS: In Progress

Identifying Information | Historical Summary | Safety Factors | **Safety Response** | Approval

**Identified Safety Threats**

The Child has inflicted physical injuries.

- Positive toxicology with harm to infant identified (withdrawal symptoms).

Drugs and/or alcohol is used by members of the family or persons having access to the child that places the child in immediate danger of serious harm.

- Adult is abusing legal or illegal substances or alcohol to the extent that control of his/her actions is significantly impaired.
- Due to drug and/or alcohol abuse, the caretaker is unable, or will likely be unable, to care for the child.
- Due to drug and/or alcohol abuse, the caretaker has harmed, or is likely to harm, the child.

The Caretaker is unwilling or unable to meet the child's immediate needs for sufficient supervision, food, clothing, and/or shelter to protect child from immediate danger of serious harm.

- Caretaker is unable or unwilling to provide a safe sleep environment for an infant including co-sleeping, inappropriate bedding in infant's sleep surface (stuffed animals, toys, pillows, quilts, blankets, wedge positioners, bumpers or other loose bedding).

Linked Activity Logs  
[\(expand to full screen\)](#)

MM/DD/YYYY - 11:00 AM  
[Phone Call To](#)

Associated Participants:  
Lastname, Firstname

Correction:  
The potentially 10,000 character narrative would be displayed from the aet-oo, but only when the

[Expand all](#)

The **Child Vulnerabilities** section displays the list of child participants. Under each child is a list of the previously selected **Child Vulnerabilities** for each child.

[LastName, FirstName1 / 0000000](#) - Female Age xx, DOB 01/01/1900 [Expand All](#)

**Child Vulnerabilities** ^

**PHYSICAL**

- The child is young (birth to five years of age).
- The child has an acute physical illness that requires special care and attention.
- The child's soft spot (on the head) has not yet closed.
- The child is physically unable to remove him/herself from a situation.
- The child cannot verbalize that maltreatment is occurring.

**COGNITIVE**

- The child cannot recognize actions that are neglectful.
- The child cannot recognize actions that are abusive.

**EMOTIONAL**

- The child overreacts to audible noises
- The child is overly sensitive to physical touch.

**BEHAVIORAL**

- Infant is colicky or cannot be consoled.
- Child is exhibiting signs of withdrawal (trembling, irritability, excessive crying, poor feeding, etc.)
- The child has difficulty sleeping.
- The child is unable to self soothe.
- The child is in a stage of development that creates parental frustration (e.g., the child is not potty trained, has temper tantrums, bites).

# Recording a CAPM Safety Assessment

The **Adult Protective Capacities** Section displays the previously selected **Adult Protective** capacities under each adult.

**Adult Protective Capacities**

[LastName, FirstName1 / 0000000](#) - Female Age xx, DOB 01/01/1900 [Expand All](#)

**Protective Capacities** ^

**BEHAVIORAL**

- The caretaker is physically able to parent
- The caretaker displays affection for the child (hugs, tenderness, consoles the child)
- The caretaker has a capable/competent person supervising the children in the caretaker's absence

**COGNITIVE**

- Caretaker understands the child's diagnosis and the child's needs in relation to the diagnosis

**EMOTIVE**

- The caretaker expresses love for the child.

[LastName, FirstName1 / 0000000](#) - Male Age xx, DOB 01/01/1900

*There are no protective capacities selected for this adult.*

1. From the drop-down menu, select a **Safety Response** for each child.

**Safety Response**

<a href="#">LastName, FirstName1 / 0000000</a> - Female Age xx	<b>ACTIVE SAFETY THREAT</b>	Out-of-Home Safety Plan
<a href="#">LastName, FirstName2 / 0000000</a> - Female Age xx	<b>SAFE</b>	
<a href="#">LastName, FirstName3 / 0000000</a> - Female Age xx	<b>SAFE</b>	

For child(ren) with an active safety threat, there is an **Active Safety Threat** badge. Children who do not have an active safety threat have a **Safe** badge.

**Note:** Children who have been marked deceased on their person profile have a Child Deceased safety response by default and the dropdown is disabled.

2. Enter narrative information in the textbox.

This narrative textbox is used to provide rationale for the Safety Response identified for the children.

## Recording a CAPM Safety Assessment

3. Click **Next** to navigate to the **Approval** tab.

**Rationale to support the Safety Response identified for the child(ren):**

*Provide summarization of the identified safety threats, child vulnerabilities and adult protective capacities. Explain the identified safety plan for the child(ren). ([expand full screen](#))*

✓ ABC  
10000

PreviousNextApplySaveCancel

# Recording a CAPM Safety Assessment

## Approval Information

The approval tab displays any outstanding issues to be resolved prior to the **Safety Assessment** being routed for approval. If there are no outstanding issues, the page displays with a message indicating the **Safety Assessment** is ready for approval.

For outstanding issues, the page displays a list of the outstanding issues in grid format. The tab is displayed in bold and the issues which need addressed are displayed under the appropriate tab. This allows you to see which section to which you need to navigate to address the issues.

CASE NAME / ID: *Charlesworth-Dewitt, Janey Hacksaw / 000000000* SAFETY ASSESSMENT ID: *000000000* STATUS: *In Progress*

Identifying Information > Historical Summary > Safety Factors > Safety Response > **Approval**

### Approval Information

**Identifying Information**

- Lorem ipsum dolor sit amet, consectetur adipiscing elit. Morbi tincidunt ut tellus eu tempor. Nunc at neque at nisl luctus mollis nec sed nulla. Suspendisse scelerisque enim ac vulputate tempus. Nulla posuere imperdiet lorem pharetra mollis. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Morbi tincidunt ut tellus eu tempor.
- Lorem ipsum dolor sit amet, consectetur adipiscing elit. Morbi tincidunt ut tellus eu tempor. Nunc at neque at nisl luctus mollis nec sed nulla. Suspendisse scelerisque enim ac vulputate tempus.

---

**Safety Factors**

- A validation message could also be pretty short.

When all required information has been recorded, the screen below displays.

1. Click **Submit for Approval**.

# Recording a CAPM Safety Assessment

Case / Workload / Safety Assessment

CASE NAME / ID:

**Charlesworth-Dewitt, Janey Hacksaw / 000000000**

SAFETY ASSESSMENT ID:

**000000000**

STATUS:

**In Progress**



## Approval Information

*This Safety Assessment is ready for approval.*

Previous

Close

If you have additional questions pertaining to this Deployment Communication, please contact the [Customer Care Center](#).