

# Recording Child Fatalities and Near Fatalities



**Knowledge Base Article**

# Recording Child Fatalities and Near Fatalities

## Table of Contents

<b>Overview</b> .....	3
<b>Child Fatality / Near Fatality Fields Added to Intake</b> .....	3
<b>Intake Participants Tab</b> .....	4
<b>Checkbox on Allegations Tab</b> .....	5
<b>Related Business Rules</b> .....	6
<b>Child Fatality NCANDS Question Added to Screening Decision</b> .....	6
<b>Child Fatality / Near Fatality Work Item</b> .....	7
<b>Creating a Child Fatality / Near Fatality Record</b> .....	9
<b>Completing the Intake History Tab</b> .....	14
<b>Completing the Case History Tab</b> .....	16
<b>Child Fatality / Near Fatality Functionality Added to Disposition</b> .....	20
<b>Related Business Rules</b> .....	21
<b>Child Fatality / Near Fatality Indicator Added to Case Intake List</b> .....	21

# Recording Child Fatalities and Near Fatalities

## Overview

This article describes the **Child Fatality** and **Near Fatality** functionality within the Ohio SACWIS system. This functionality will help to capture accurate information about child fatalities and near fatalities.

## Child Fatality / Near Fatality Fields Added to Intake

Tabs listed are the **Basic** tab, **Participants** tab, and **Allegations** tab of the **Intake** as described below.

The Intake **Basic** tab will display this question: **Does this report allege a child fatality or near fatality?**

The values for the question will be displayed as three radio buttons:

- **No Value Selected** – this is the default value.
- **No**
- **Yes** – if this answer is selected, additional child fatality questions will populate on the **Participants** and **Allegations** tabs.

Reporter **Basic** Participants ACV/AP Detail Allegations

**Intake Type**

Intake Workload Name:

Intake Category:

Intake Types:  Add All Add

Selected Types: Remove Remove All

[Other Intake Designations](#) ▾

Does this report allege human trafficking of a child or children?  Not Answered  
 No  
 Yes

Does this report allege a child fatality or near fatality?  Not Answered  
 No  
 Yes

## Recording Child Fatalities and Near Fatalities

If you click the **Yes** radio button, a confirmation message will appear:

**sacwis-uat.jfs.ohio.gov says**

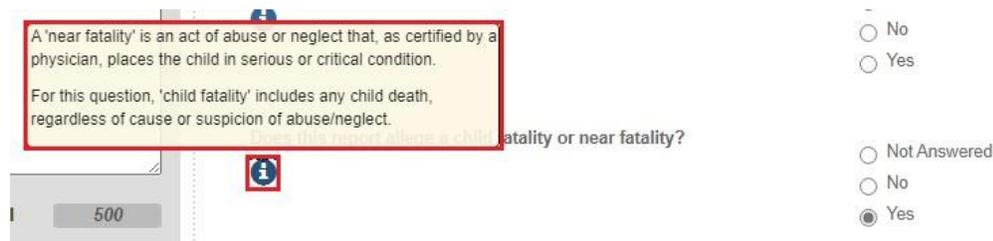
You have indicated this report alleges a child fatality or near fatality. If this is accurate, click OK. If not, click Cancel.



This question will not be required to save the intake. However, it will be **Required to Complete** the intake.

The screen will display an **Information** icon (  ) beside the question. Hovering your mouse pointer over the **Information** icon will display the following explanation:

**A 'near fatality' is an act of abuse or neglect that, as certified by a physician, places the child in serious or critical condition. 'Child fatality' is the death of a child caused by an injury resulting from abuse or neglect or where abuse or neglect was a contributing factor.**



### Intake Participants Tab

- The **Intake Participants** tab will display the **Fatality Status** field for a Participant when:
- The value **Yes** was selected for the question **Does this report allege a child fatality or near fatality?** on the **Intake Basic** tab,

AND

- The **Participant** has a role of **Alleged Child Victim (ACV)** or **Child/Youth Subject of a Non-CA/N (Child/Youth Subject)**.

## Recording Child Fatalities and Near Fatalities

The values for the field will display in a drop-down list:

- **N/A**
- **Fatality**
- **Near Fatality**

Reporter Basic **Participants** ACV/AP Detail Allegations

Participants

Search & Add Participants Participant Roles

[edit](#) [search](#) Sacwis, Susie **Alleged Child Victim (ACV)** Female 11, 11/01/2011 |

Fatality Status:

The **Fatality Status** field will be **Required** when it displays.

### Checkbox on Allegations Tab

The **Intake Allegations** tab will display a new checkbox: **Pertinent to the Fatality/Near Fatality**. This checkbox will display when the **value Fatality** or **Near Fatality** has been selected in the **Fatality Status** field on the Intake **Participants** tab for the ACV/CSR on the allegation.

The checkbox will display near the **Reported By** field for each allegation.

Allegation	Person ID	Alleged Child Victim/ Child Subject of Report	Person ID	Alleged Perpetrator/ Adult Subject of Report	Incident Date	Pertinent to the Fatality/Near Fatality	Reported By
Physical Abuse	null	Unknown - intake [*]	null	Unknown - intake [*]	07/05/2016	<input type="checkbox"/>	Anonymous

[Add Allegation](#) [Delete](#)

The user will be **Required** to select **at least one checkbox** in order to complete the intake.

## Recording Child Fatalities and Near Fatalities

### Related Business Rules

The following related business rules will be implemented:

- When a **CA/N intake** has been flagged as a **Fatality or Near Fatality**, AND **at least one Participant** has a **Fatality Status of Fatality**, then the **Reason for not screening in AR** field will automatically populate with **Mandatory – Report involves a suspicious child fatality or homicide** when **Screened In** is selected as the **Screening Decision**. This drop-down will stay enabled, and the user will have the ability to change the option.
- When a **CA/N intake** has been flagged as a **Fatality or Near Fatality**, AND no **Participant** has a **Fatality Status of Fatality** then the **Reason for not screening in AR** field will automatically populate with **Mandatory – Report alleges serious injury or harm to a child** when **Screened In** is selected as the **Screening Decision**. This drop-down will stay enabled, and the user will have the ability to change the option.
- When a screening decision is saved for a **CA/N intake** that has been flagged as a **Fatality or Near Fatality**, a notification email is sent to the **Technical Assistance Managers** and the Agency System Administrator(s) for the agency on the intake.

### Child Fatality NCANDS Question Added to Screening Decision

The **Intake Decision** tab will display a new question: **You have chosen to Screen Out a CA/N report concerning a Child Fatality. Should this Child Fatality be Reported to NCANDS?**

This question will display when:

- The intake is a **CA/N** or **FINS-Stranger Danger intake**,
- AND
- The **Fatality Status** of any intake Participant is **Fatality**,
- AND
- The **Screening Decision** selected is **Screened Out**.

## Recording Child Fatalities and Near Fatalities

This question is intended to ensure that all abuse/neglect fatalities are accurately reported to NCANDS in the event that the decision is made to screen out such a report.

The values for the question will be displayed as three radio buttons:

- **No Value Selected – this is the default value.**
- **No**
- **Yes**

The screenshot shows a web form titled "Decision Details". It contains several fields: "Is this an Emergency?" (dropdown), "Screening Decision:" (dropdown set to "Screened Out"), "Response Time for Initiation:" (text input), "County Priority:" (dropdown), "Reason for screening out:" (dropdown), and "Reason for not screening on Ab:" (dropdown). A red box highlights a question: "You have chosen to Screen Out a CA/N report concerning a Child Fatality. Should this Child Fatality be Reported to NCANDS?". Below this question are three radio buttons: "No Value Selected" (which is selected), "No", and "Yes". At the bottom, there is a "Date & Time of Screening Decision:" field showing "07/08/2018" and "08:02 AM", and a "Comments:" field.

When this question displays, it will be **Required** to save the screening decision.

The screen will display an **Information Icon** (  ) beside the question. Hovering your mouse pointer over the **Information Icon** will display the following explanation:

**National Child Abuse and Neglect Data System (NCANDS) defines “Child fatality” as the death of a child caused by an injury resulting from abuse or neglect or where abuse or neglect was a contributing factor.**

### Child Fatality / Near Fatality Work Item

A new **Work Item** will be added on the **Case** for recording **Child Fatalities and Near Fatalities**. This new work item is Child-specific and can be entered on both **Open and Closed** cases. In addition:

- **Linking** the pertinent Intake will automatically populate fields on the work item, creating less work for the user.
- The work item must be routed and **Approved** by a supervisor.

## Recording Child Fatalities and Near Fatalities

- The work item must be completed and approved **within five (5) business days** of receiving the information.
- The work item can be **Amended** after approval to show additional information received or a change in Fatality / Near Fatality status for the child.

The case **Navigation** menu will display a new **Child Fatality/Near Fatality** hyperlink.

The screenshot shows a web application interface. At the top, there is a navigation bar with tabs: Home, Intake, Case (highlighted with a red box), Provider, Financial, and Administration. Below this, a sub-menu shows 'Workload' (highlighted with a red box), Court Calendar, and Placement Requests. On the left side, there is a 'Case Overview' menu with various links. The 'Child Fatality/Near Fatality' link is highlighted with a red box. The main content area displays case details for 'Adoption' with case name 'Sacwis, Susie / 123456' and date 'Open (11/21/2022)'. It includes fields for ADDRESS (123 Test Rd, Test, Oh 12345), CONTACT, AGENCY (Test County Children Services Board), PRIMARY WORKER (Test, Worker), and SUPERVISOR(S) (Test, Supervisor). Below the case details, there is a 'Case Actions' section with links like 'View Member Details', 'Access Original Case', etc. At the bottom, there is a navigation bar with 'Action Items', 'Case Alerts', 'Dashboard', and 'Assignments / Eligibility'.

When the user selects the hyperlink, the **Child Fatality/Near Fatality Filter Criteria** screen will appear displaying the **Child Fatality/Near Fatality Records** list.

# Recording Child Fatalities and Near Fatalities

**Child Fatality/Near Fatality Filter Criteria**

From Date:   To Date:  

Child's Name:

Sort Results By:

[Filter](#) [Clear Form](#)

**Child Fatality/Near Fatality Records**

Result(s) 0 / Page 0 of 0

Child Name:  [Add Fatality/Near Fatality](#)

## Creating a Child Fatality / Near Fatality Record

To add a new **Fatality** or **Near Fatality** record, complete the following steps.

1. Navigate to the appropriate **Case**.
2. Click the **Child Fatality/Near Fatality** link in the **Navigation** menu.

The **Child Fatality/Near Fatality Filter Criteria** screen appears displaying the **Child Fatality/Near Fatality Records** list.

3. Select the appropriate **Child Name** from the drop-down list.
4. Click the **Add Fatality/Near Fatality** button.

**Child Fatality/Near Fatality Filter Criteria**

From Date:   To Date:  

Child's Name:

Sort Results By:

[Filter](#) [Clear Form](#)

**Child Fatality/Near Fatality Records**

Result(s) 0 / Page 0 of 0

Child Name:  [Add Fatality/Near Fatality](#)

The **Available Intakes** screen appears. The screen displays all **CA/N, FINS-Stranger Danger**, or **FINS- Non-CA/N Child Fatality Intakes** linked to the case in which the

## Recording Child Fatalities and Near Fatalities

focus **Child** is a **Participant** with a role of **Alleged Child Victim or Child/Youth Subject of a Non-CA/N (Child/Youth Subject)**.

Case > Workload > Child Fatality > Add Fatality/Near Fatality

Case ID: 123456      Fatality/Near Fatality ID: \_\_\_\_\_  
 Case Name: Sacwis, Susie      Fatality/Near Fatality Status: In Progress

**Available Intakes**

Note: Select only the intake(s) which pertain to the Child Fatality or Near Fatality.

Intake ID	Decision Date/Time	Intake Category	Intake Type(s)	Agency
<input checked="" type="checkbox"/> 123456	12/17/2022 06:14:00 PM	CA/N Report	Sexual Abuse	Test County Department of Job and Family Services

5. Click the checkbox beside the **Intake ID(s)** that pertain to the Child Fatality or Near Fatality. (Optional)
6. Click the **Continue** button.

The **Current Information** tab (**Child Fatality/Near Fatality Details** screen) appears displaying the selected child and the linked intake(s), if any.

Current Information	Intake History	Case History														
Case ID: 123456	Fatality/Near Fatality ID: _____	22														
Case Name: Sacwis, Susie	Fatality/Near Fatality Status: In Progress															
<b>Child Fatality/Near Fatality Details</b>																
<b>Intake Information</b>																
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Intake ID</th> <th>Decision Date/Time</th> <th>Intake Category</th> <th>Intake Type(s)</th> <th>Earliest Intake Incident Date</th> <th>Agency</th> <th></th> </tr> </thead> <tbody> <tr> <td>123456</td> <td>12/17/2022 06:14:00 PM</td> <td>CA/N Report</td> <td>Sexual Abuse</td> <td>12/15/2022 (Estimated)</td> <td>Test County Department of Job and Family Services</td> <td><a href="#">unlink</a></td> </tr> </tbody> </table> <p><input type="button" value="Link Intake"/></p>			Intake ID	Decision Date/Time	Intake Category	Intake Type(s)	Earliest Intake Incident Date	Agency		123456	12/17/2022 06:14:00 PM	CA/N Report	Sexual Abuse	12/15/2022 (Estimated)	Test County Department of Job and Family Services	<a href="#">unlink</a>
Intake ID	Decision Date/Time	Intake Category	Intake Type(s)	Earliest Intake Incident Date	Agency											
123456	12/17/2022 06:14:00 PM	CA/N Report	Sexual Abuse	12/15/2022 (Estimated)	Test County Department of Job and Family Services	<a href="#">unlink</a>										
<b>Case Status at the time of Fatality/Near Fatality</b>																
Case Status: Open	Status Date: 11/21/2022	Case Category: Adoption														
Does this report allege a child fatality or near fatality?:*																
<input type="radio"/> Child Fatality <input type="radio"/> Near Fatality <input checked="" type="radio"/> None Selected																
Has Law Enforcement, Medical or PCSA personnel suspected the child's death was a result of child abuse/neglect: <input type="text"/>																
Law Enforcement Jurisdiction: <input type="text"/>																
<b>Child Information</b>																
Name/Person ID: Sacwis, Suse / 123456																
Address: 123 Test Rd, Test Oh 12345																
DOB: 07/03/2009	Age: 14															
Deceased Date: _____																
Gender: Female	Race: White	Hispanic/Latino: No														

## Recording Child Fatalities and Near Fatalities

7. The **Intake Information** section displays any linked intake(s). If you wish to link an intake, click the **Link Intake** button to display the **Available Intakes** screen. Then return to Step 5 above. (Optional)
8. If there are no linked intake(s) for this work item, click the appropriate radio button for the question, **Does this report allege a child fatality or near fatality?** (Required)
  - If there are linked intake(s), this field is populated with the **Fatality Status** of the child on the linked intake(s) and is disabled.
  - If there are multiple Fatality Statuses for the child (i.e., both **Fatality** and **Near Fatality**), the **Child Fatality** option is selected.

Current Information		Intake History		Case History	
Case ID: 123456		Fatality/Near Fatality ID: 22			
Case Name: Sacwis, Susie		Fatality/Near Fatality Status: In Progress			
<b>Child Fatality/Near Fatality Details</b>					
Intake Information					
Intake ID	Decision Date/Time	Intake Category	Intake Type(s)	Earliest Intake Incident Date	Agency
123456	12/17/2022 06:14:00 PM	CA/N Report	Sexual Abuse	12/15/2022 (Estimated)	Test County Department of Job and Family Services <a href="#">unlink</a>
<a href="#">Link Intake</a>					
Case Status at the time of Fatality/Near Fatality					
Case Status: Open		Status Date: 11/21/2022		Case Category: Adoption	
Does this report allege a child fatality or near fatality? <div style="float: right;"> <input type="radio"/> Child Fatality  <input type="radio"/> Near Fatality  <input checked="" type="radio"/> None Selected                 </div>					
Has Law Enforcement, Medical or PCSA personnel suspected the child's death was a result of child abuse/neglect: <input type="text"/>					
Law Enforcement Jurisdiction: <input type="text"/>					

9. If the **Child Fatality** radio button is selected in Step 8, the following field is enabled: **Has Law Enforcement, Medical or PCSA personnel suspected the child's death was a result of child abuse/neglect.** Select the appropriate value from the drop- down list.
10. The **Law Enforcement Jurisdiction** field will pull the jurisdiction from the Allegation Setting address if data exists. Otherwise, you may enter this information. (Optional)

**Note:**

- The **Child Information** section of this screen displays information from the **Person Profile** of the selected **Child**.

## Recording Child Fatalities and Near Fatalities

- The **Alleged Perpetrator Information** section displays **Participant(s)** from the linked intake(s) with a role of **Alleged Perpetrator** in an allegation(s) where the Alleged Child Victim is the focus Child in the **Child Fatality/Near Fatality Record**.
  - This section only displays when a **CA/N** or **FINS-Stranger Danger** intake has been linked to the **Child Fatality/Near Fatality Record**.

Child Information					
Name/Person ID: Sacwis, Susie / 123456					
Address: 123 Test Rd, Test Oh 12345					
DOB:	07/03/2009	Age:	14		
Deceased Date:					
Gender:	Female	Race:	White	Hispanic/Latino:	No

Alleged Perpetrator Information					
Name/Person ID	Relationship to ACV	DOB	Race	Gender	Address
AP_Unknown / _____	Unknown				

11. The **Parent/Guardian/Custodian Information** section pulls in Participant(s) from the linked intake(s) with a role of **Parent** or **Custodian**, and active case members with a **Parent/Guardian/Custodian** relationship to the **Child**.
- a. Click the **Add Person** button to add a person manually, if desired. (Optional)
  - b. The **Relationship to Child** column displays the person's relationship to the Child from the Case or from the linked intake (if there is no case relationship). If you added the person manually, this field will be blank. Select/change the Relationship, if appropriate. (Optional)

Alleged Perpetrator Information					
Name/Person ID	Relationship to ACV	DOB	Race	Gender	Address
AP_Unknown / _____	Unknown				

Parent/Guardian/Custodian Information						
Name/Person ID	Relationship to Child	DOB	Race	Gender	Address	
<a href="#">Test, Mother / 111</a>	Biological Mother	04/05/1972	White	Female		<a href="#">unlink</a>
<a href="#">Test, Father / 222</a>	Biological Father	06/21/1971	White	Male		<a href="#">unlink</a>

Add Person

12. The **Siblings & Other Children Residing in the Household** section pulls in Participant(s) from the linked intake(s) and active case members who are labeled as a sibling or other child residing in the household.

## Recording Child Fatalities and Near Fatalities

- a. Click the **Add Person** button to add a person manually, if desired. (Optional)
- b. The **Relationship to Child** column displays the person's relationship to the Child from the Case or from the linked intake (if there is no case relationship). If you added the person manually, this field will be blank. Select/change the Relationship, if appropriate. (Optional)

**Siblings & Other Children Residing in the Household**

Name/Person ID	Relationship to Child	DOB (Age)	Gender	Legal Status
<a href="#">Test_Brother / 333</a>	Biological Brother	11/25/2005 (17)	Male	<a href="#">unlink</a>

**Add Person**

**Relationships**

Describe the cause and circumstances regarding the fatality or near fatality, as well as the situation of any siblings (or other children in the home?):  
([expand full screen](#))

The following referral was received via email  
On 12/15/22 at about 5:00 pm, Ref. reported

**Spell Check** **Clear** 10000

**Apply** **Save** **Cancel**

13. Enter the narrative in the text field (shown in blue above): **Describe the cause and circumstances regarding the fatality or near fatality, as well as the situation of any siblings (or other children in the home).** (Required)
  - If there are linked intake(s), this field is pre-populated with the narrative from the linked intake with the earliest screening decision date. Additional text can be added to this narrative.

14. Click the **Apply** button.

Continue to the next section to complete the **Intake History** tab.

# Recording Child Fatalities and Near Fatalities

## Completing the Intake History Tab

1. Click the **Intake History** tab.

The **Intake History** tab appears.

2. Review the **Screened In CA/N, FINS-Stranger Danger, & FINS Non-CA/N Child Fatality Intakes for Case, Child and/or AP** section at the bottom of the screen to assist in completing the top portion of the screen. The information in this section will not display on the report.
  - a. Select the appropriate radio button to filter the list by **Current Case, Child, or Alleged Perpetrator**. (Optional)
  - b. If you selected the **Alleged Perpetrator** radio button and there are multiple Alleged Perpetrators, select the appropriate name in the **Available Alleged Perpetrators** drop-down list to further filter the list. (Optional)

**Note:** The **Alleged Perpetrator** radio button and drop-down list only display when a **CA/N or FINS-Stranger Danger intake** is linked to the **Fatality/Near Fatality** record.

Current Information | **Intake History** | Case History

Case ID: 123456 | Fatality/Near Fatality ID: 22  
Case Name: Sacwis, Susie | Fatality/Near Fatality Status: In Progress

Information describing and the findings of any previous reports of child abuse or neglect assessment/investigations that are pertinent to the child abuse or neglect that led to the fatality or near fatality:

N/A- Not abuse or neglect related fatality  
(expand full screen)

Spell Check Clear 10000

**Screened In CA/N & FINS Non-CA/N Child Fatality Intakes for Case, Child and/or AP**

Note: Historical information is displayed for reference purposes only and will not display on the report.

Filter By:  Current Case  Child  Alleged Perpetrator

Available Alleged Perpetrator(s):

Intake ID	Decision Date-Time	Category	Type	Case Disposition	Investigation/Assessment Completion Date	Case ID	Agency Name
123456	12/17/2022 06:14 PM	CA/N Report	Sexual Abuse				Test County Department of Job and Family Services

Apply Save Cancel

## Recording Child Fatalities and Near Fatalities

3. Enter narrative in the text field: **Information describing and the findings of any previous reports of child abuse or neglect assessment/investigations that are pertinent to the child abuse or neglect that led to the fatality or near fatality.**
  - This text field is **Required** if:
    - A **CA/N or FINS-Stranger Danger** intake is linked to this record, or
    - The **Near Fatality** radio button was selected on the **Current Information** tab, or
    - The value **Yes** was selected for the question **Has Law Enforcement, Medical or PCSA suspected the child's death was a result of child abuse/neglect** on the **Current Information** tab.

Current Information | **Intake History** | Case History

Case ID: 123456 | Fatality/Near Fatality ID: 22 | Case Name: Sacwis, Susie | Fatality/Near Fatality Status: In Progress

Information describing and the findings of any previous reports of child abuse or neglect assessment/investigations that are pertinent to the child abuse or neglect that led to the fatality or near fatality:

**N/A - Not abuse or neglect related fatality**  
(expand full screen)

Spell Check Clear 10000

4. Select the **N/A – Not abuse or neglect related fatality** checkbox if this was not a CA/N fatality and you did not enter comments in the text field (Step 3). (Optional)
  - This **checkbox** is disabled when the text field is **Required**.
  - If a **FINS Non-CA/N intake** is linked to this record, and there are **no CA/N or FINS-Stranger Danger intakes** linked to this record, then this checkbox will be automatically selected.
  - Selecting this **checkbox** disables the text field.

Current Information | **Intake History** | Case History

Case ID: 123456 | Fatality/Near Fatality ID: 22 | Case Name: Sacwis, Susie | Fatality/Near Fatality Status: In Progress

Information describing and the findings of any previous reports of child abuse or neglect assessment/investigations that are pertinent to the child abuse or neglect that led to the fatality or near fatality:

**N/A - Not abuse or neglect related fatality**  
(expand full screen)

5. Click the **Apply** button at the bottom of the screen.

Continue to the next section to complete the **Case History** tab and validate/route the record for approval.

# Recording Child Fatalities and Near Fatalities

## Completing the Case History Tab

1. Click the **Case History** tab.

The **Case History** tab appears.

Current Information | Intake History | **Case History**

Case ID: 123456 | Fatality/Near Fatality ID: 22  
Case Name: Sacwis, Susie | Fatality/Near Fatality Status: In Progress

Information regarding services provided by the PCSA on behalf of the child that are pertinent to the child abuse or neglect that led to the fatality or near fatality:

N/A- Not abuse or neglect related fatality  
(expand full screen)

Spell Check Clear 10000

Any actions, including but not limited to court filings, removals, or implementation of safety plans on behalf of the child that are pertinent to the child abuse or neglect that led to the fatality or near fatality:

N/A- Not abuse or neglect related fatality  
(expand full screen)

Spell Check Clear 10000

+ Case Services

+ Legal Custody Episode & Status Information for [redacted]

+ Reunification Assessment

+ Safety Plans

+ Case Closure(s)

Validate for Approval Process for Approval

Apply Save Cancel

2. Review the following sections in the bottom half of the screen to assist in completing the top half of the screen. The information in these sections will not display on the report.
  - **Case Services**
  - **Legal Custody Episode & Status Information**
  - **Reunification Assessment**
  - **Safety Plans**
  - **Case Closure(s)**

## Recording Child Fatalities and Near Fatalities

The screenshot shows a list of case services with expandable options:

- Case Services
- Legal Custody Episode & Status Information for
- Reunification Assessment
- Safety Plans
- Case Closure(s)

Below the list are two buttons: "Validate for Approval" and "Process for Approval". At the bottom are three buttons: "Apply", "Save", and "Cancel".

3. Enter narrative in the text field: **Information regarding services provided by the PCSA on behalf of the child that are pertinent to the child abuse or neglect that led to the fatality or near fatality.**

- This text field is Required if:
  - A **CA/N or FINS-Stranger Danger** intake is linked to this record, or
  - The **Near Fatality** radio button was selected on the **Current Information** tab, or
  - The value **Yes** was selected for the question **Has Law Enforcement, Medical or PCSA personnel suspected the child's death was a result of child abuse/neglect on the Current Information** tab.

The screenshot shows a software interface with three tabs: "Current Information", "Intake History", and "Case History". The "Case History" tab is selected. The form displays the following information:

Current Information	Intake History	Case History
Case ID: 123456	Fatality/Near Fatality ID: 22	
Case Name: Sacwis, Susie	Fatality/Near Fatality Status: In Progress	

Below the table is a text field with the following text: "Information regarding services provided by the PCSA on behalf of the child that are pertinent to the child abuse or neglect that led to the fatality or near fatality:". There is a checkbox labeled "N/A - Not abuse or neglect related fatality" and a link "(expand full screen)". At the bottom of the text field are three buttons: "Spell Check", "Clear", and "10000".

4. Select the **N/A – Not abuse or neglect related fatality** checkbox if this was not a CA/N fatality and you did not enter comments in the text box (Step 3). (Optional)

- This checkbox is disabled when the text field is Required.
- If a **FINS Non-CA/N** intake is linked to this record, and there are **no CA/N or FINS-Stranger Danger** intakes linked to this record, then this checkbox will be automatically selected.

## Recording Child Fatalities and Near Fatalities

5. Enter narrative in the text field: **Any actions, including but not limited to court filings, removals, or implementation of safety plans on behalf of the child that are pertinent to the child abuse or neglect that led to the fatality or near fatality.**

- This text field is **Required** if:
  - A **CA/N or FINS-Stranger Danger** intake is linked to this record, or
  - The **Near Fatality** radio button was selected on the **Current Information** tab, or
  - The value **Yes** was selected for the question **Has Law Enforcement, Medical or PCSA personnel suspected the child's death was a result of child abuse/neglect** on the **Current Information** tab.

The screenshot displays the 'Current Information' tab of a case management interface. At the top, there are three tabs: 'Current Information', 'Intake History', and 'Case History'. Below the tabs, case details are shown: Case ID: 123456, Case Name: Sacwis, Susie, Fatality/Near Fatality ID: 22, and Fatality/Near Fatality Status: In Progress. There are two text input fields for narrative, each with a 'Spell Check' button and a 'Clear' button. The second text field is highlighted with a red border. A checkbox labeled 'N/A - Not abuse or neglect related fatality' is visible above each text field.

6. Select the **N/A – Not abuse or neglect related fatality** checkbox if this was not a CA/N fatality and you did not enter comments in the text box (Step 5). (Optional)

- This checkbox is disabled when the text field is Required.
- If a **FINS Non-CA/N** intake is linked to this record, and **no CA/N or FINS-Stranger Danger** intake is linked, then this checkbox will be automatically selected.

7. When all information is complete, click the **Validate for Approval** button.

## Recording Child Fatalities and Near Fatalities

Case Closure(s)

Validate for Approval Process for Approval

Apply Save Cancel

The **Unresolved Child Fatality/Near Fatality Topics** screen appears. The screen displays all items (if any) that need to be addressed before the Child Fatality/Near Fatality record can be Approved.

8. If there are Unresolved issues listed on this screen: Beside each issue, click the link in the **Location** column to navigate to the related screen. Complete the missing information.

Unresolved Child Fatality/Near Fatality Topics

Location	Message
<a href="#">Intake History</a>	Information describing and the findings of any previous reports of child abuse or neglect assessment/investigations that are pertinent to the child abuse or neglect that led to the fatality or near fatality.

Close

When all items needed for Approval have been provided, the system displays a message that the Child Fatality/Near Fatality record is ready for process approval.

All Child Fatality/Near Fatality Topics have been provided. The Child Fatality/Near Fatality is ready for process approval.

Case > Workload > Child Fatality/Near Fatality

Case ID: [ ] Case Status: Open ( [ ] )

Case Name: [ ] Case Category: Ongoing

Unresolved Child Fatality/Near Fatality Topics

Location	Message
----------	---------

Close

9. Click the **Close** button.

The **Case History** tab appears.

## Recording Child Fatalities and Near Fatalities

10. To process the Child Fatality/Near Fatality record for approval, click the **Process for Approval** button.

Case Closure(s)

Note: Historical information is displayed for reference purposes only and will not display on the report.

Validate for Approval Process for Approval

Apply Save Cancel

### Child Fatality / Near Fatality Functionality Added to Disposition

The following new options will be added to the **Severity of Harm** drop-down list field on the **Intake Disposition Details** screen:

- **Child Fatality** – this value replaces the **Child Deceased** option.
- **Near Fatality**

These options should be used if the **Child Fatality or Near Fatality** occurred due to the allegation of abuse or neglect that is being dispositioned.

Case ID: Case Status: Open

Case Name: Unknown - intake Unknown - intake Case Category: Assess/Invest

**Disposition Details**

Intake ID: Intake Category: CA/N Report

Alleged Child Victim / Child Subject of Report: [Test, Child / 123456](#)

Alleged Perpetrator / Adult Subject of Report: [Test, Adult / 111](#)

Allegation: Neglect

Incident Date: \* 09/01/2015  Date Estimated

Report Disposition: \* Substantiated

**Severity of Harm: \***

Note: Record Severity of Harm and Harm Description

**Harm Descriptions**

Available Harm Descriptions

- Abandonment
- Blindness
- Bone Fracture

Selected Harm Descriptions

- No Medical/Therapeutic Treatment Provided
- Treated and Released
- Hospitalized
- Child Fatality
- Near Fatality
- Not Applicable

## Recording Child Fatalities and Near Fatalities

The screen will display an **Information Icon** (  ) beside the **Severity of Harm** field. Hovering your mouse pointer over the Information icon will display the following explanation:

**A ‘near fatality’ is an act of abuse of neglect that, as certified by a physician, places the child in serious or critical condition. ‘Child fatality’ is the death of a child caused by injury resulting from abuse or neglect where abuse or neglect was a contributing factor.**

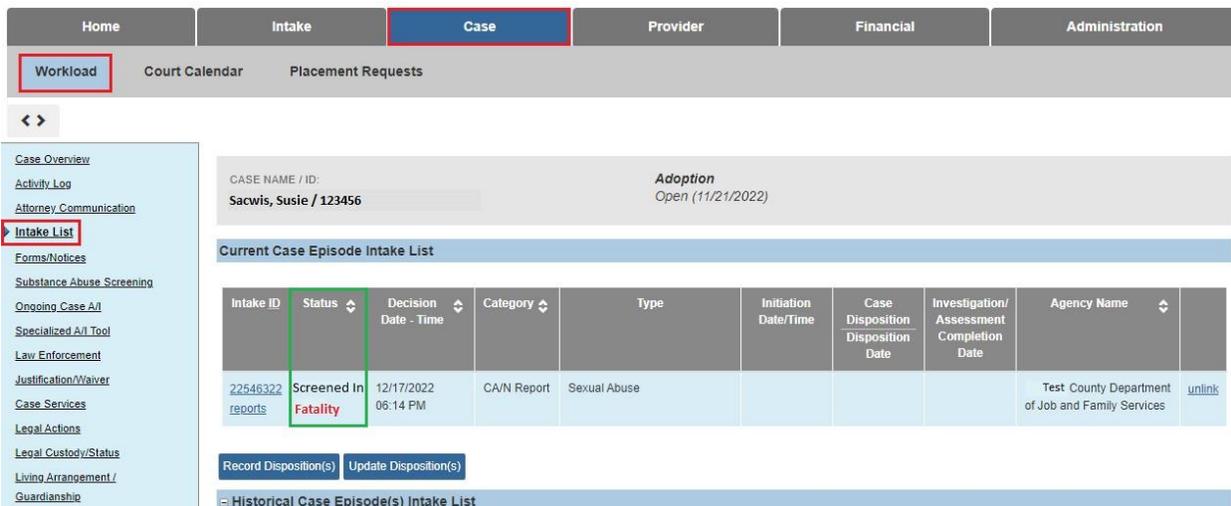
### Related Business Rules

- If **Child Fatality or Near Fatality** is selected in the **Severity of Harm** field, then the value **Not Applicable** cannot be selected in the **Harm Descriptions** field.

### Child Fatality / Near Fatality Indicator Added to Case Intake List

The **Status** column of the **Case Episode Intake List** will display a **Fatality or Near Fatality** indicator for:

- Any intake which has been flagged as a **Fatality or Near Fatality**, AND/OR
- Any intake which has a **Severity of Harm** value of **Fatality or Near Fatality** in the **Disposition**.



The screenshot shows a web application interface with a top navigation bar containing 'Home', 'Intake', 'Case', 'Provider', 'Financial', and 'Administration'. Below this is a sub-navigation bar with 'Workload', 'Court Calendar', and 'Placement Requests'. The 'Case' tab is active. On the left is a sidebar menu with 'Intake List' highlighted. The main content area shows case details for 'Adoption' with case name 'Sacwis, Susie / 123456' and date 'Open (11/21/2022)'. Below this is a table titled 'Current Case Episode Intake List' with columns: Intake ID, Status, Decision Date - Time, Category, Type, Initiation Date/Time, Case Disposition Disposition Date, Investigation/Assessment Completion Date, Agency Name, and a 'unlink' link. One row is visible with Intake ID '22546322', Status 'Screened In Fatality', Decision Date '12/17/2022 06:14 PM', Category 'CA/N Report', and Type 'Sexual Abuse'. The Agency Name is 'Test County Department of Job and Family Services'. Below the table are buttons for 'Record Disposition(s)' and 'Update Disposition(s)', and a link for 'Historical Case Episode(s) Intake List'.

## Recording Child Fatalities and Near Fatalities

The following business rules will apply to the display of this indicator:

- **Fatality** is higher than **Near Fatality**.
- If any intake **Participant** has a **Status of Fatality or Near Fatality**, then display the highest indicator.
- If any of the intake **Allegations** on a completed **Disposition** has a **Severity of Harm** value of **Fatality or Near Fatality**, then display the highest indicator.

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