



Series: 100: Case Management

Policy Name: Non-Judicial Services

Policy Number: 141

Origination Date: 11/01/2013

Revision Date: 03/21/2023

Policy: It is the policy of Communities Connected for Kids to ensure the safety of children in care to the greatest extent possible while respecting the rights and responsibilities of birth parents and families with regard to Non- Judicial Case Management Services

1. Non-judicial case management services are determined during the child protective investigation and will be offered to a family when:
 - a) There has been an assessment and a child in the home is unsafe.
 - b) There is a viable in-home safety plan as a result of a full Family Functioning Assessment and safety analysis.
 - c) Supports including safety providers and services can be placed in the home to ensure the child's safety.
 - d) The family is receptive to change and agrees to in-home non-judicial protective supervision.
 - e) Preferably if there is no history of judicial dependency, removals, TPR's etc. with the same caregivers.
2. If the DCM has reason to suspect that there is increased safety risks to the child at any point, Communities Connected for Kids and the case management agencies have the right to pursue inquiry with Children's' Legal Services and Child Protective Investigations regarding petitioning the court for dependency or removal of the child.

Service Agreements/Actions

As a function of the investigation prior to the case transfer staffing, the Investigator may determine that non-judicial protective supervision is appropriate.

1. The Investigator shall discuss the referral for non-judicial services with the family, determine that they understand the reason for the referral and obtain signature of all adults indicating that they will accept services.
2. The non-judicial case will transfer following the Case Transfer process outlined in Communities Connected for Kids Case Management Policy 138.
3. Any disagreement regarding the appropriateness of non-judicial services will be discussed at the case transfer staffing until resolution is reached and a plan developed among all parties to address areas of concern. If resolution is not found at this juncture, the escalation policy will be followed.
4. The DCM assigned to the family shall meet with the parent/family within two (2) working days of acceptance of the case.



5. The DCM will complete the on-going Family Functioning Assessment within 30 days of transfer, update the in-home safety plan as needed and complete a case plan with the family within 45 days of case transfer.

6. If the family originally agreed to participate in services but at any point the family refuses services and there are still impending dangers; the DCM will request a Multi-Disciplinary Staffing (MDS) through the Intake and Operations Coordinators. Representatives from Protective Investigations, Communities Connected for Kids and case management, along with any other providers will be invited to the MDS. A copy of the MDS staffing form will be placed in the FSFN file under meeting note by the IOC's.

7. If the child/ren are still determined to be unsafe at the conclusion of the staffing, case management will request to staff the case with Children's Legal Services to determine if judicial action is warranted.

8. All decisions made regarding the case, along with the rationale for the decisions reached, will be clearly documented in the case file record.

DocuSigned by:
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