

Laurie Price, Deputy Director of Child Welfare Programs

**Authorized Signature**

**Number:** CW-PT-18-001

**Issue date:** 01/03/2018

**Topic:** Foster Care

**Transmitting (check the box that best applies):**

- New policy   
  Policy change   
  Policy clarification   
  Executive letter  
 Administrative Rule   
  Manual update   
  Other: Rule amendment to implement SB 243 and clarify policy on information sharing with legal parties about reports of abuse

**Applies to (check all that apply):**

- |   |  |
|---|--|
| <input type="checkbox"/> All DHS employees                    | <input type="checkbox"/> County Mental Health Directors                      |
| <input type="checkbox"/> Area Agencies on Aging               | <input type="checkbox"/> Health Services                                     |
| <input type="checkbox"/> Aging and People with Disabilities   | <input type="checkbox"/> Office of Developmental Disabilities Services(ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs            | <input type="checkbox"/> ODDS Children's Intensive In Home Services          |
| <input type="checkbox"/> County DD Program Managers           | <input type="checkbox"/> Stabilization and Crisis Unit (SACU)                |
| <input type="checkbox"/> ODDS Children's Residential Services | <input type="checkbox"/> Other (please specify):                             |
| <input checked="" type="checkbox"/> Child Welfare Programs    |  |

Policy/rule title:	Monthly Contact and Monitoring Child and Young Adult Safety		
Policy/rule number(s):	413-080	Release no:	
Effective date:	January 1, 2018	Expiration:	
References:	SB 243 at <a href="https://olis.leg.state.or.us/liz/2017R1/Downloads/MeasureDocument/SB243/A-Engrossed">https://olis.leg.state.or.us/liz/2017R1/Downloads/MeasureDocument/SB243/A-Engrossed</a>		
Web address:	<a href="http://www.dhs.state.or.us/policy/childwelfare/manual_1/division_80.pdf">http://www.dhs.state.or.us/policy/childwelfare/manual_1/division_80.pdf</a>		

**Discussion/interpretation:** Prior law required DHS to notify legal parties (parents, guardians, attorneys, CASA) within three business days of receiving a report of abuse on a child in substitute care. [SB 243](#) and related legislation has expanded on those

notifications. [These rules](#), OAR 413-080-0051 in particular, clarify what actions an assigned caseworker is required to take when the caseworker is notified that a report of abuse involving an open Child Welfare case has been closed at screening, assigned for CPS assessment or OAAPI investigation, or a disposition or abuse determination has been made.

**The most important change is that legal parties (parents, attorneys, CASA) and the Citizen Review Board (CRB) must be notified on all assigned reports and again at disposition. (This was previously limited to reports involving a Child Welfare foster home and did not include the CRB.) All CRB notifications can be submitted electronically to [crb@ojd.state.or.us](mailto:crb@ojd.state.or.us).**

Other, less substantive changes are made to these rules to comply with new statutory terminology, update references, etc.

**Implementation/transition instructions:** All field caseworkers, supervisors, and managers are required to read the above listed rule sets and become familiar with the changes effective 1/1/18.

**Training/communication plan:** This policy transmittal will serve as one form of communication of the changes in statute and administrative rules. Information about the changes will also be shared by Child Permanency Program staff during various quarterly meetings (e.g., permanency and certification quarterlies) and various permanency and adoption trainings/meetings with local branch staff. Changes in procedure manual and guides are forthcoming.

**Local/branch action required:** See above.

**Central office action required:** N/A

**Field/stakeholder review:**  Yes  No

**If yes, reviewed by:**

**Filing instructions:**

*If you have any questions about this policy, contact:*

<b>Contact(s):</b>	Lacey Andresen, Child Permanency Program Manager		
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<b>Email:</b>	<a href="mailto:Lacey.l.andresen@state.or.us">Lacey.l.andresen@state.or.us</a>		